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CLASSICS OF AMERICAN LIBRARIANSHIP

THE LIBRARY WITHOUT THE WALLS

Classics of American Librarianship

Edited by ARTHUR E. BOSTWICK, Ph.D.

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Classics of American Librarianship
EDITED BY ARTHUR E. BOSTWICK, PH.D.

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THE LIBRARY WITHOUT THE WALLS

REPRINTS OF PAPERS AND ADDRESSES

SELECTED AND ANNOTATED
by
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Chief of the Registration Department, St. Louis Public Library

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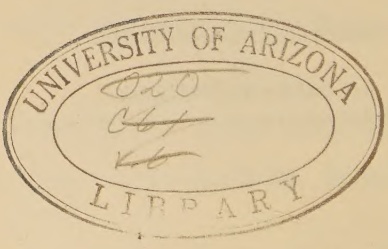

PREFACE

This new volume in the series of *Classics of American Librarianship* is devoted to the circulation of books in its various phases; that is, to the library's activities without its walls. Several phases of extension, however, are not dealt with here, as they will be treated in another volume.

The history of the public library has been recorded in earlier volumes of this series, so that the present volume attempts only to bring together early papers expressing ideas that have developed more fully in later years. Many more papers have been written on the subject, but these selected were chosen principally for their historic value.

The papers and addresses included in this volume trace the development of the library as a circulating agency, and have been arranged in two groups—circulation proper, and extension—chronologically under subject. A brief genesis of accessibility may be traced thus:

1. Books to be consulted only by a favored few.
2. By any who paid a required fee.
3. Consulted by anyone, but books could not be taken from the library building.
4. Books were loaned to a favored few.
5. Loaned to those who paid a fee.
6. The modern conception of "free as air and water" to all.

LAURA M. JANZOW.

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THE PUBLIC LIBRARY MOVEMENT

The public library movement may be said to have had its beginnings in the establishment of the Philadelphia Library Company, by Benjamin Franklin, in 1732. The first individual town library was founded in Peterborough, New Hampshire, in 1833. The first form of the public library promoted by legislation was that of district school libraries, inaugurated by the state of New York in 1835.

The causes which brought about the library movement in the United States during the middle of the nineteenth century are probably numerous, though investigation has not searched them all out. The great educational movement in Massachusetts under Horace Mann, secretary of the State Board of Education, 1837-1849, was undoubtedly one of the main factors. The lyceum movement beginning in Milbury, Massachusetts, about 1826, and sweeping rapidly through New England and to the west and south in 1831, was another potent reason. These lyceums were town debating clubs, fully participated in, and immensely popular. The preparation of speeches and papers that took part must have developed the need for libraries of reference, and the general quickening of the intellectual life of the community through these meetings joined with the influence of the public school movement in creating a sense of need for public libraries.

Today the public library is an established institution in practically every American city and town—a development of the latter part of the nineteenth century.

The problems of the library are still comparatively new and that so many have been worked out is due in a

large measure to the persistent efforts of its pioneers. There are still problems waiting for solution and each phase of development brings its own group—which are incentives to higher effort.

FREE LIBRARIES

The diminution of human effort necessary to produce a given result is nowhere more strikingly exhibited than in our free libraries. A student is more apt to fix and record the result of reading if the book is not owned, since the volumes that stand on his private shelves may be mastered at any time, while the volumes borrowed from the public library must be returned. However, there is one question concerning the function of free libraries upon which different opinions are held. Should an institution, supported by tax-payers to promote the general interests of the community, buy all books that are asked for?

A passage from the report of the Germantown, Pa., Free Library indicates that it is not true that "libraries have no interest for the masses of the people unless they administer sensational fiction in heroic doses." The report continues, "In watching the use of our library as it is more and more resorted to by the younger readers of the community, I have been much interested in its influence in weaning them from a desire for works of fiction. On first joining the library, the newcomers often ask for such books, but failing to procure them, and having their attention turned to works of interest and instruction, in almost every instance settle down to good reading and cease asking for novels. I am persuaded that much of this vitiated taste is cultivated by the purveyors to the reading classes, and that they are responsible for an appetite they often profess to deplore, but continue to cater to, under the plausible excuse that the public will have such works."

The following paper by Josiah Phillips Quincy was part of a contribution to the United States Education

Bureau's report of 1876, dealing with the history and condition of public libraries in the United States in that year.

A biographical sketch of Mr. Quincy is in Volume 1 of this series.

The free library, regarded from the alcoves by those responsible for their supply and arrangement, necessarily suggests studies in the details of administration. The citizen for whose convenience this wonderful institution has come into being, as he presents his card at the desk and summons the author whose instruction he needs, as naturally considers the central principle which it illustrates and the subtile influences it is already diffusing in the world.

There are certain eminent philosophers who have emphatically announced that the sole duty of the state is to administer justice. Legislation should not attempt to improve and uplift the citizen, but be satisified in providing him with a policeman and a penitentiary. They assure us that private enterprise will best furnish the community with whatever civilizing and ennobling influences it may lack. Even the public school, we are told, is a blunder of which the logical outcome is a state church, with an annual item of "faggots for heretics" to be assessed upon all tax-payers. It would not be wise for any moderate dialectician to question the construction of the syllogisms which have brought really great men to these dismal conclusions; but I have sometimes thought that it would be pleasant to take an evening walk with one of them (Mr. Herbert Spencer, for instance) through the main street of a New England town, and see if he would recognize any tendency to the evils that he had predicted. He would be shown the ancient barroom (happily closed) which an unfettered private enterprise once provided as the sole place of evening resort. Some of the older inhabitants might be summoned to give their recollections of this central rallying place. It was the social exchange of the community, every night ablaze with light, inviting all male passers-by to try the animal comforts of spirits and tobacco. Even persons of local respectability, having nowhere else to go, were wont to stray in and stupefy themselves into endurance of the vulgar jests of the barkeeper and the chorus of brutal talk that must prevail when whisky is abundant and women are left out.

Our distinguished thinker would learn that this tippling house had been closed by the fiat of a government which no longer permits the open bar to flaunt its temptations in the face of men; and not only was the liberty of the liquor dealing citizen thus outraged, and his private enterprise remorselessly put down, but this same government (going on from bad to worse) audaciously exceeded its proper functions by opening a spacious library, heated and lighted at the general cost. Instead of the barkeeper and his satellites, we find modest and pleasing young women dispensing books over the counter. Here are workingmen, with their wives and daughters, reading in comfortable seats or selecting volumes to make home attractive. If we should estimate in dollars the saving to the community of that government action which theorists have condemned, the result would be most gratifying. To the moral advance which in this case had been initiated by substituting a public institution for a private enterprise, there would be no want of fervent testimony. Of course one could not ask an inexorable logician to abandon those compact formulas about the limits of state action, which are the best of labor saving inventions to all who can accept them. We could only set against the philosopher's reasoning what a poet has called "the unreasoning progress of the world;" and we may rejoice that no American citizen who has studied the actual workings and perceived the yet undeveloped capabilities of his town library is likely to be disturbed by the deductions of a merely verbal logic. He is familiar with at least one form of this dreaded government interference, which not only expresses the collective will of the people, but constantly tends to inform and purify its sources.

The diminution of human effort necessary to produce a given result is nowhere more strikingly exhibited than in one of our free libraries. One is tempted to parody the Celtic paradox, that one man is as good as another and a great deal better too, by saying that a public library is just as good as a private one, and for the effective study of books has decided advantages over it. A student is much more apt to fix and record the results of reading if the book is not owned. The volumes which stand on his private shelves may be mastered at any time, which turns out to be no time, or rather they need not be mastered at all, for there they are, ready for reference at a moment's notice, but the books borrowed for a few weeks from the public library

he is compelled to read carefully, and with pen in hand. The one secular institution which encourages self-development as an aim should be especially favored in the times upon which we have fallen. Who has not had moments of skepticism touching the solid advantages to humanity of the mechanical triumphs our generation has seen? They have created a host of new desires to be gratified, of unimagined luxuries to stimulate the fierce competitions which thrust the weakest to the wall. But we cannot help entertaining Mr. Mill's painful doubt whether all the splendid achievements of physics and chemistry have yet lightened the toil of a single human being. We read that the railroads are rapidly extending the cattle plague and the cholera, and that Mr. Adams told the Comte de Paris that, had the ocean telegraph been laid a few years earlier, the frightful calamity of a war between England and America could not have been avoided. If we would bind these Titans in wholesome service to the higher interests of our race, it must be done by a commensurate expansion of the means of popular education. It will not do to ignore the fact that their advent has greatly increased the difficulties of maintaining a healthy political system. It is only by constantly extending knowledge that we may take good heart, and accept the situation. The best use to which we can put the stage coach of our ancestors is to carry us to the railroad, and we can best employ their precious legacy of the free school as a conveyance to the free library.

There is one question concerning the functions of free libraries upon which different opinions are held by estimable persons. Should an institution, supported by tax-payers to promote the general interests of the community, hasten to supply any books which people can be induced to ask for by unscrupulous puffs with which publishers fill the papers? It must, of course, be admitted that there may be good reasons why the libraries of wealthy cities should preserve single copies of everything that comes to hand. Silly, and even immoral, publications may offer illustrations to the student of history, and give him valuable aid in reproducing the life of the past. But the smaller libraries, which cannot aim at completeness, have not this excuse for neglecting to exercise a reasonable censorship upon books, and for seeking only to adapt their supplies to a temporary and indiscriminating demand. Surely a state which lays heavy taxes upon the citizen in order that children may be taught to read is bound

to take some interest in what they read; and its representatives may well take cognizance of the fact, that an increased facility for obtaining works of sensational fiction is not the special need of our country at the close of the first century of its independence.

Physicians versed in the treatment of those nerve centres, whose disorder has so alarmingly increased of late years, have testified to the enervating influence of the prevalent romantic literature, and declared it to be a fruitful cause of evil to youth of both sexes. The interesting study of the effects of novel reading in America, to be found in Dr. Isaac Ray's treatise upon Mental Hygiene, should be familiar to all who are responsible for the education of our people. Senator Yeaman, in his recent work upon government, exclaims:

> The volumes of trash poured forth daily, weekly, and monthly, are appalling. Many minds, which, if confined to a few volumes, would become valuable thinkers, are lost in the wilderness of brilliant and fragrant weeds.

It has been very hastily assumed that if our young people cannot obtain the sensational novels which they crave, they will make no use of the town library. But this is not so. Boys and girls will read what is put in their way, provided their attention is judiciously directed, and the author is not above their capacity. I am, fortunately, able to adduce direct testimony to a truth which will appear self evident to many who are thoroughly in sympathy with the masses of our people and have studied their requirements.

There is a free library in Germantown, Pa., sustained by the liberality of a religious body, and frequented by artisans and working people of both sexes. It has been in existence for six years, contains at present more than 7,000 volumes, and takes the extreme position of excluding all novels from its shelves. A passage from the report for 1874, of its librarian, Mr. William Kite, is commended to the attention of those who affirm that libraries have no interest for the masses of our people unless they administer sensational fiction in heroic doses:

> In watching the use of our library as it is more and more resorted to by the younger readers of our community, I have been much interested in its influence in weaning them from a desire for works of fiction. On first joining the library, the new comers often ask for such books, but failing to procure

them, and having their attention turned to works of interest and instruction, in almost every instance they settle down to good reading and cease asking for novels. I am persuaded that much of this vitiated taste is cultivated by the purveyors to the reading classes, and that they are responsible for an appetite they often profess to deplore, but continue to cater to, under the plausible excuse that the public will have such works.

A letter from Mr. Kite (dated November 11, 1875) gives most gratifying statements concerning the growth and success of the Friends' Free Library. I take the liberty of quoting the following extracts, as bearing upon the matter in hand:

As to the question of inducing readers to substitute wholesome reading for fiction, there is no great difficulty about it. It requires a willingness on the part of the caretakers to assume the labor of leading their tastes for a time. A very considerable number of the frequenters of our library are factory girls, the class most disposed to seek amusement in novels and peculiarly liable to be injured by their false pictures of life. These young people have, under our State laws, an education equal to reading average literature. . . . According to our gauge of their mental calibre, we offer to select an interesting book for them. They seem often like children learning to walk; they must be led awhile, but they soon cater for themselves; we have thought but few leave because they cannot procure works of fiction. . . . We receive great help, in rightly leading our young readers, from our juvenile department. Perhaps the name hardly conveys the nature of the books, for it contains many works intended to give rudimentary instruction in natural history and science, and does not contain children's novels, Sunday school or others. It is safe to say that relaxation in the sense spoken of as belonging to novel reading is obtained by our readers in the use of books of travel, of which we have a rich collection.

In further illustration of what seems to me to be the better American opinion upon the matter under consideration, I quote from the last report (1875) of the examining committee of the Boston Public Library. That committee was composed of well known and responsible men, who may be presumed to have given due consideration to the language they sanction. The italics in the following extract are mine:

There is a vast range of ephemeral literature, exciting and fascinating, apologetic of vice or confusing distinctions between plain right and wrong; fostering discontent with the peaceful, homely duties which constitute a large portion of average men and women's lives; responsible for an immense amount of the

mental disease and moral irregularities which are so troublesome an element in modern society—and this is the kind of reading to which multitudes naturally take, *which it is not the business of a town library to supply,* although for a time it may be expedient to yield to its claims while awaiting the development of a more elevated taste. Notwithstanding many popular notions to the contrary, it is no part of the duty of a municipality to raise taxes for the amusement of the people, unless the amusement is tolerably sure to be conducive to the higher ends of good citizenship. . . . *The sole relation of a town library to the general interest is as a supplement to the school system; as an instrumentality of higher instruction to all classes of people.*

No one has ever doubted that the great majority of books in a free library should be emphatically popular in their character. They should furnish reading interesting and intelligible to the average graduate of the schools. And there is no lack of such works. The outlines of the sciences have been given by men of genius after methods the most simple and attractive. History and biography in the hands of competent authors fascinate the imagination and give a healthy stimulus to thought. The narratives of travelers, beautifully illustrated as they so often are at the present day, are thrilling enough to gratify that love of wild adventure which is at times a wholesome recoil from the monotonies of civilization. Some of the great masters of romance interest, and at the same time elevate and teach. What theologian has shown the power of secret sin to inthrall the human heart as Hawthorne has shown it in the Scarlet Letter? Can Milton's noble Ode on the Morning of Christ's Nativity reach the average ear like the lovely Christmas Carol of Charles Dickens? Few persons could think it desirable to exclude all fiction from their town library. But it is one thing to admit certain works of imagination of pure moral tendency, which have proved their vitality by living at least a year or two; it is quite another thing to assume that the town library is to be made a rival agency to the book club, the weekly paper, the news stand, and the railroad depot, for disseminating what are properly enough called "the novels of the day." Granted that fiction is an important ingredient in education, it is not the ingredient which is especially lacking in American education at the present time, and which the public funds must hasten to supply.

It may be thought that I am taking needless pains to emphasize views which all leaders of opinion willingly accept. Unhappily this is not the case. A gentleman, whose honorable military

services always secure him the public ear, declared, in a recent address, that free libraries should distribute the literature known as "dime novels," seeing that these productions, although "highly sensational," are "morally harmless." The fallacy, as it seems to me, is almost too transparent for exposure. Morally harmless to whom, and under what circumstances? Many physiologists believe that, to certain persons at certain periods of life, the moderate use of alcoholic stimulants is not only morally harmless but physically beneficial. Would it be well, then, for our towns, at the collations some of them give to parents and pupils at the end of the school year, to place plentiful supplies of wine and spirits upon the tables? Nobody will deny that an occasional dime novel may be morally harmless to the middle aged mechanic at the close of his day of honest work. He is amused at the lurid pictures of the every-day world he knows so well, takes care to put the book out of the way of his children, and finds himself none the worse for his laugh over the bloody business of the villain and the impossible amours of the heroine.

But now let us look at the testimony of Jesse Pomeroy, the boy murderer, at present under sentence of death. Mr. J. T. Fields, in a lecture of which I find a notice in the Boston Journal, (December 14, 1875,) reports a conversation held with this miserable youth:

> Pomeroy, in the course of the interview, said that he had always been a great reader of blood and thunder stories, having read probably sixty "dime novels," all treating of scalping and deeds of violence. The boy said that he had no doubt that the reading of those books had a great deal to do with his course, and he would advise all boys to leave them alone.

If it is held to be the duty of the State to supply boys and girls with dime novels, and the business of the schools to tax the people that they may be taught to read them, public education is not quite as defensible as many persons have supposed.

It would be foolish to draw any definite line respecting the selection of books for free libraries, and to declare it worthy of universal adoption. The gentlemen of the Boston committee, while proclaiming the principle which these institutions should embody, imply that it is provisionally expedient to furnish the literature whose tendencies they so unequivocally condemn. I am not concerned to dispute their conclusion. The question deserves very grave consideration, and its decision may wisely

differ in different communities. Libraries already organized may for a time be fettered by precedents that were hastily established. It may be best that their managers should not directly oppose existing prejudices, but should gradually gain such spots of vantage ground as may be held against unreasonable attacks. Some of our librarians have already entered upon an important line of duty, and offer wise guidance to their communities in the art of effective reading. The efforts of Mr. Winsor and other pioneers in this direction should be met in a spirit of thorough and cordial appreciation. They have recognized the fact that they are not servants to supply a demand, but that (within limits) they are responsible for the direction of a new and mighty force. It is to be hoped that the directors of our smaller libraries will gradually attain conceptions of public duty which will prevent them from courting a temporary popularity by hastening to supply immature and unregulated minds with the feverish excitements they have learned to crave. There is a silent opinion ready to sustain those who will associate with the town library an atmosphere of pure ideas and generous traditions. We cannot evade a responsibility which has been placed upon us of this passing generation. One of the most promising institutions yet born into the world must be bequeathed to our successors as an instrument always working in the direction of moral and social development.

As not without connection with the subject just dismissed, I desire to protest against the very common assumption that the number of books a library circulates serves to measure its usefulness to the community sustaining it. Even if we reach this conclusion by reckoning only the works of real value which are called for, it may be wholly fallacious. If such a test is to be recognized, the noble work that has been done in cataloguing will often appear to be superfluous. I am sure that many persons consulting the Boston Public Library will agree with me that its peculiar advantage lies less in the great number of its books, than in the fact that exhaustive catalogues guide the student to just the book he wants; he is not compelled to swell statistics of circulation by taking out ten books that were not wanted in order to find the volume of which he stands in need. A little reflection will make it evident that the circulation credited to a free library may throw very faint light upon the one important question of the manner and spirit in which its

privileges have been used. To set everybody to reading in all leisure hours is not necessarily the best thing that the institution can do for us. Much of its highest usefulness must reach the tax-payer indirectly, and through vicarious channels. Our people are an exceptionally good medium for the transmission of intellectual force. The free library will benefit many of its supporters through the minister's sermon and the physician's practice; the editor's leader will lead toward sounder conclusions; the teacher will learn, not only something worth communicating, but the best methods of imparting knowledge orally to opening minds. An educational centre may confer no slight blessing upon outlying dependencies by leading to the recovery of the lost art of conversation, as quickening as vulgar personal gossip is enfeebling to the human mind. It is plain that no attainable statistics will measure the work of the town library. There are no figures that will tell us, even approximately, what portion of the intelligence of the community would have lain dormant without it. How many individuals of exceptional capacity have been encouraged in thinking and acting more wisely than the mass of their fellow-citizens, we can never know. We must take for granted what is incapable of direct demonstration. But it is important to remember that as intellectual effort is kindled fewer books may be wanted. Excessive indulgence in miscellaneous reading is soon found to be incompatible with any real assimilation of knowledge. Statistics are desirable so long as we do not credit them with information which they cannot give. It is certainly possible that the usefulness of a free library may increase in inverse ratio to the circulation of its books.

It is yet too soon to estimate the wonderful results to which this gift of literature to the masses of the people is destined to lead. It will act and react upon our successors in ways that we can scarcely anticipate. Mr. Froude has contended that the transition from the old industrial education to the modern book education is not for the present a sign of what can be called progress. But this is only saying that all fruitful principles bring temporary disorder in their train. Something may be urged in behalf of the discipline that went with apprenticeship, when contrasted with the smattering of unvitalized knowledge which was all that some of the earlier experiments in public education seemed able to supply. But the moment the public

school is supplemented by a public library, its capacity is increased an hundredfold. And this should be recognized by some modification of the ends at which our earlier schools, the schools of the masses of the people, direct their energies. When good books could be obtained only by the wealthy, there was some excuse for crowding a child's memory with disconnected scraps of knowledge. But now that the free library is opened, sounder methods are demanded. The miscellaneous examining must give place to a training that tends to develop the reflective and logical faculties of the mind. Our classical schools, the schools of a small class, defend their narrow course of study with the plea that it is their special work to fit for the wider opportunities of college. It is fast becoming the work of the schools of our governing majority to fit for the people's college, the town library. Many years ago, Macaulay declared the literature then extant in the English language of far greater value than the literature extant in all the languages of the world three centuries before. The noble contributions that this literature has received during the last score of years throw a new emphasis upon the statement. When our public instruction gives the power of reading English with ease, and of writing it with some knowledge of the delicacies of its vocabulary, when it is perceived that its true end is to facilitate and systematize the use of public books, the cost of popular education will be repaid in a social advancement which now seems in the dimmest future.

The free library will tend to establish some better proportion between the work which must be done in America and the means provided to do it. It will give the man of originality an opportunity of finding the sympathy and support which are somewhere waiting for him. Under its hospitable roof the pamphlet may again assume a ministry of instruction not held of late years. Much valuable investigation is done by men who have neither the time to write books nor the money to publish them. Let them remember that a few hundred copies of a pamphlet are cheaply produced, and, distributed among the free libraries, will reach those who are prepared to take an interest in the matter discussed. It is no slight privilege to secure that small circle of sympathetic readers who can be picked from the crowd in no other way. And these publications, when good work is put into them, are no longer ephemeral. Bound into volumes,

and catalogued under the subjects of which they treat, they remain to shed whatever light may be in them upon difficulties with which the world is tormented. The politician, trammeled, it may be, with the fetters of his party, the journalist, not always emancipated from allegiance to temporary expediencies, easily reach the general ear. A new means of communication with the people is opening for the independent thinker who may in the end direct them both. It will not be the least service rendered by the free library if men of moral force, who may hold unpopular opinions, are able to touch the pores through which the public is receptive.

It is to be hoped that each free library will gradually become the centre of the higher life of its community, and will successfully appeal to private liberality for an increasing attractiveness. A few wealthy men have already seen that there is no surer way of benefiting their neighborhoods than by providing permanent library buildings, capable of giving the pleasure and education which fair forms and beautiful coloring afford. It were well to set apart some room in such an edifice for the display of pictures and other works of art, and to establish the custom of lending objects of interest for free exhibition. The usage of giving the first and best of everything to the sovereign is too good to abandon to the "effete despotisms of Europe." It will bear transplanting. Why should not every one of us acknowledge gracefully the claims of the general public? When the prosperous citizen treats himself to a work of art, let it tarry a month at the town library on the way to its private destination. It will give its possessor a healthier enjoyment for subjection to this popular quarantine. And not only the wealthy alone, but all classes of the community should be encouraged to give some service to their library. When the state bestows a privilege, it creates an obligation which it is courteous to acknowledge. Any one who takes a few good newspapers, or can borrow them of his neighbors before they are used for kindlings, may make a valuable gift to his town library. By giving a few moments every evening any one can prepare and index a scrap book which will always be associated with its donor as a volume absolutely unique, and of permanent interest. Mixed with masses of foolish and frivolous matter, much of the best thought of the day finds its way into the newspapers. Finance, free trade, the relations of capital and labor, and other important

subjects of research, are illustrated not only by the essays of able journalists, but by the crisp correspondence of active men whose business brings them face to face with the short-comings of legislation. The millionaire who, by spending thousands, should present the four Shakspere folios to his town library, would be thought to have honorably connected his name with the institution; but the man or woman who gives four folio scrap books filled with the best contemporary discussions of a few great topics of human interest, is a far more useful benefactor.

To the statesman, to the student of history, as well as to the general reader, the work will gain in value as the years go by. It seems doubtful whether the multitudinous records of the times that are thrown daily from the press can be accommodated within the walls of any institution. But to preserve judicious selections, capable of easy reference, will always be a high form of literary usefulness.

When Thomas Hobbes declared that democracy was only another name for an aristocracy of orators, he never conceived of a democracy which should be molded by the daily journal and the free library. To this latter agency we may hopefully look for the gradual deliverance of the people from the wiles of the rhetorician and stump orator, with their distorted fancies and one-sided collection of facts. As the varied intelligence which books can supply shall be more and more wisely assimilated, the essential elements of every political and social question may be confidently submitted to that instructed common sense upon which the founders of our Government relied. Let us study to perfect the workings of this crowning department in our apparatus for popular education. Unlike all other public charities, the free library is equally generous to those who have and to those who lack. It cares as tenderly for the many as for the few, and removes some of those painful contrasts in human opportunity which all good men are anxious to rectify.

THE PUBLIC LIBRARY MOVEMENT

The following report on the development of public libraries, by William Isaac Fletcher, librarian of Amherst College Library, was published in the *Cosmopolitan Magazine* of 1895.

A sketch of Mr. Fletcher appears in Volume 2 of this series.

The fact that the public library movement is a thing of to-day, should not blind us to the great antiquity of public libraries of some sort. One of the greatest treasures in the British Museum is the collection of brick tablets, constituting the larger portion of the library founded by the Assyrian monarch, Assurbanipal, in the seventh century B.C. In an inscription, relative to the library, the king says: "I have placed it in my palace for the instruction of my subjects." The books were numbered and classified, and readers obtained them by presenting "a ticket inscribed with the requisite number"—in modern parlance, a "borrower's card." But this library, the oldest of which any considerable remains exist, was not the first of which we have knowledge.

Fully three thousand years earlier, according to Professor Sayce, Sargon I. founded a library for the public good in the city of Accad. Even the name of the keeper of this library, the first librarian of whom we know, is preserved on his seal—Ibni-sarru. What librarian of the present day may hope to have his name or his bibliopolic achievements honored six thousand years hence?

The literature of ancient Egypt, as might be expected of a people whose monuments are themselves a literature, was very extensive, and, in all probability, libraries were numerous. Diodorus Siculus tells us that the library of Rameses I. had over its door the inscription: "Dispensary of the Soul." This carries us back in Egypt to the time of Joseph, and when we note that the Accadian library, already referred to, dates from a still more remote antiquity, we can hardly doubt that "Ur of the

Chaldees," with its high civilization, had its libraries before Abraham left it to begin his wonderful career. Nor is it at all unlikely that Abraham himself possessed a good private library containing the germs of the great Hebrew literature. The idea that the sources of this literature were in traditions preserved only orally is giving way to the more probable theory of the very early existence of books and libraries.

The most famous library of ancient times was that at Alexandria, founded by Ptolemy I., which, growing rapidly under his successors, became undoubtedly the greatest book collection ever made before the invention of printing. The number of separate works it contained is variously estimated at from four to seven hundred thousand. Its complete destruction by fire in the fourth century has been counted one of the severest blows to the cause of human progress that cause has ever suffered.

Libraries, both public and private, were numerous in Rome. Lanciani's "Ancient Rome in the Light of Modern Discoveries" devotes a chapter to the "Public Libraries of Rome," showing that they were numerous and extensive, and giving much valuable information as to their contents and management. When Rome fell, and the old civilization perished, nothing was more sure of destruction than the libraries. Not unnaturally, the iconoclasts of all ages have taken special delight in the destruction of books, as if in them they attacked the very soul of the system they would overthrow.

Through the dark ages of Europe, the only libraries were those of the monasteries, in many of which, by the patient toil of generations of copyists, large numbers of manuscript volumes were accumulated, and the learning of the past thus preserved as a precious seed ready to burst into a bountiful harvest with the revival of learning and the new art of printing. But for three hundred years after the enormous increase in the number of books, caused by the printing-press, public libraries were still found only in the monastery, the university, and the palace. Not for the people, except as the people were benefited indirectly by the work of scholars, did these libraries exist.

The public library movement may be said to have begun early in the eighteenth century with the establishment of subscription libraries. So far as America is concerned, Benjamin Franklin was the author of the movement. An extract from his autobi-

ography will best tell the story of the inception of the Philadelphia library, "mother," as he called it, "of all the subscription libraries in America." "At the time I established myself in Philadelphia, there was not a good bookseller's shop in any of the colonies to the southward of Boston. Those who loved reading were obliged to send for their books to England; the members of the Junto had each a few. We had left the alehouse, where we first met, and hired a room to hold our club in. I proposed that we should all of us bring our books to that room, where they . . . would become a common benefit, each of us being at liberty to borrow such as he wished to read at home. This was accordingly done, and for some time contented us. . . . Yet, some inconveniences occurring, for want of due care of them, the collection, after about a year, was separated, and each took his books home again. And now I set on foot my first project of a public nature, that for a subscription library. . . . I was not able, with great industry, to find more than fifty persons, mostly young tradesmen, willing to pay for this purpose forty shillings each, and ten shillings per annum. On this little fund we began. The books were imported; the library was open one day in the week for lending to the subscribers, on their promissory notes to pay double their value if not duly returned."

This was in 1732, and ten years later the library was incorporated, and gradually became a powerful and flourishing institution. In 1869, its power for good was greatly increased by the munificence of Dr. James Rush, who left his large estate, amounting to $1,500,000, to found the Ridgway branch of the library. About $800,000 of this amount was expended on a substantial and beautiful building, perhaps the most imposing library structure completed in America up to the present time, although it will be surpassed by three or four now building, notably that of the Congressional library at Washington.

The success of the Philadelphia Library Company was so marked that in many other cities and towns throughout the country similar libraries were established in the course of the next half century, and the demand for good reading, which naturally sprang up with the dissemination of liberal political views, was thus to a large extent gratified.

In one sense, the truly public library began with the support of libraries from public funds raised by taxation; but, when it is noted how naturally and inevitably the public library of

the eighteenth century grew into that of our day, it is easy to perceive that in these subscription libraries the public library movement really began. From the first, these institutions were for the benefit, not of the few, but of the many. In most cases the fees were so small that they were supposed not to deter any from joining the associations. While more recent experience has shown that any fee, no matter how small, marks the difference between a meager constituency for a library and its general use by the public, this was not understood by the library associations, which accepted the idea that any one who could derive benefit from the library could raise the pittance required to purchase its full use.

Recognizing these libraries as a public benefit, most of the states passed laws exempting them from taxation. And it was of this class of libraries that the address to the public in behalf of a proposed library, printed in the Connecticut Courant, March 1, 1774, said: "The utility of Public Libraries consisting of well-chosen Books, under proper regulations, and their smiling Aspect on the interests of Society, Virtue, and Religion, are too manifest to be denied."

So the design of the Redwood library, in Newport, Rhode Island, founded in 1747, was stated to be "a Library whereunto the curious and impatient Enquirer after Resolution of Doubts, and the bewildered Ignorant, might freely repair for Discovery and Demonstration to the one and true Knowledge and Satisfaction to the other; nay, to inform the Mind in both, in order to reform the Practice." All the utterances of the promoters of subscription libraries show this humanitarian and public-spirited view of the institution, and to a natural increase in this sense of the utility and value to the public at large of access to good collections of books, we trace the further forward movement inaugurated at the middle of the nineteenth century, when cities and towns began the establishment and maintenance of libraries at the public expense. During the last two decades of the first half of the century, library associations had multiplied very rapidly, especially in New England, growing, in many cases, out of the "lyceum" lectures, which were so prominent a feature of the social life of the time. Doubtless, this lecture system did much to disseminate a desire for books to read, and also a disposition on the part of cultivated people to place the means of culture within the reach of all. The honor of being

the first town to appropriate public funds to the support of a library appears to belong to Peterborough, New Hampshire, which, in 1883, voted so to use certain tax money reverting to the town from the State; but this was not precisely the laying of a tax for that specific object, and it was Boston that, in 1847, first definitely took this step, seeking from the Legislature the necessary authority therefor. New Hampshire, in 1849, passed the first general library law giving this authority to all the towns in the State. Massachusetts adopted such a law in 1851, Maine in 1854, and other states later, until now nearly all the Northern States have similar enactments. A comparative exhibit of the library laws of the different states was contributed by Mr. C. Alex. Nelson to Appleton's Annual Cyclopædia for 1887, where it will be found under the heading "Library Laws."

But while it has been comparatively easy to procure the passing of these merely permissive laws, authorizing communities to tax themselves for this purpose, it is quite a different matter to secure the actual establishment of libraries. A comparison between the different states as to this mark of progressive civilization reveals many curious facts.

The "Statistics of Public Libraries in the United States in 1891," recently issued by the United States Bureau of Education, include only libraries of one thousand volumes or over, a fact which explains the small numbers by which some states are represented, but which probably does not seriously affect the result, relatively, between the different states. For the states which have most of the smaller libraries are also those which have most of the larger ones, Massachusetts, for example, having nearly one hundred public libraries besides the two hundred and twelve here reported. The most remarkable fact revealed by a study of these figures is the preëminence of Massachusetts in free libraries, having over five times as many (of the size mentioned) as any other state, and eight times as many as New York,[1] or any state, except New Hampshire, Illinois, and Michigan. Or, if we look at the number of volumes in free libraries in proportion to the population, the contrast is nearly as great, Massachusetts showing twenty-two times as many as

[1] In the "school libraries," which are quite numerous in the State, New York has a partial substitute for the free public library. In over one hundred of the towns these are reported as exceeding one thousand volumes, while in several of the larger towns they have been consolidated in "central" libraries of from five thousand to twenty thousand volumes.

New York. Only Rhode Island and New Hampshire have more than one-fourth the number of books in free libraries for every thousand of population that Massachusetts shows.

The contrast between Rhode Island and New York is most instructive. "Little Rhody" actually goes beyond the "Empire State" in the absolute number of libraries, while she has nine times the number of books in proportion to the population.

Only twenty states are noted, these being all that are reported as having over two free libraries (of one thousand or more volumes) each. The remaining states report as follows: Georgia, Mississippi, Montana, South Dakota, each two; Arkansas, Florida, Louisiana, Maryland, Nebraska, Tennessee, Texas, Washington, West Virginia, Wyoming, each one; Alabama, Delaware, Idaho, Nevada, North Carolina, North Dakota, Oregon, South Carolina, Virginia, none.

Many of the free libraries included in the statistics are gifts to the public, opened freely to them by the generosity of their donors. A better indication of the spread of the idea of the free public library, as a part of the educational system, equally worthy of support, with other parts of the system, is furnished by the following list of states in which the figures given show the number of libraries wholly or mainly supported by taxation: Massachusetts, 179; Illinois, 35; New Hampshire, 34; Michigan, 26; California, 18; Ohio, 15; Rhode Island, 13; Indiana, 13; Iowa, 11; New York, 11; Wisconsin, 9; Maine, 8; Kansas, 7; Minnesota, 7; Connecticut, 5; New Jersey, 4; Colorado, 2; Missouri, 1; Vermont, 1.

One fact thus becomes perfectly plain: that the free public library in America is essentially a New England institution, having thus far flourished outside of New England only in the states in which New England influences have been powerful. It is not the purpose of this paper to inquire into the causes of this remarkable development of libraries as an especial feature of New England civilization. It remains to be determined whether these causes were predominantly intellectual, social, political, or even economic. No one can doubt that out of the great manufacturing interests of New England grew a demand for books to promote intelligent and successful workmanship, not that the political and humanitarian movement, which was so intense in New England at the middle of the century, also led to a craving for books and a desire to have all the people well-

read. Doubtless, the peculiar combination of great industrial and commercial activity, social unrest and progressiveness, political idealism and intellectual hunger, which marks the New England character at home and "out west," furnishes the best possible conditions for the growth of the public library idea. Looking at the matter in this light, it will be interesting to observe what success will attend the strenuous efforts now making to establish free libraries in communities of a different make-up, for example, in the states of New York and Pennsylvania.

To return to the origin of the free public library movement, whatever precedence may be allowed to New Hampshire for having first passed a general library law, or to any individual town for early action in establishing a library, the Boston Public library must be recognized as facile princeps among American free libraries. It was Boston, as already stated, that first, in 1847, moved for the power to establish a library by taxation; in the settling of the principles on which that library was founded was fought out the battle for liberality and popularity of management under the leadership of that fine scholar, cultivated gentleman, and public-spirited citizen, George Ticknor, writer of the great History of Spanish Literature; and it was in the wonderful success of that institution, in its early years, under charge, successively, of the lamented Prof. C. C. Jewett and Dr. Justin Winsor, that the country had an object lesson, worth more than all possible argument and theory, as to the value and utility of a free library, and as to its proper administration. The place that library has come to hold in the hearts of the people of Boston is evidenced by the fact that, in addition to nearly $150,000 annually appropriated for its support, the municipal government is now putting over two millions into the magnificent structure erecting to contain it.

And, not only New England, but the whole country is coming to be dotted over with beautiful and costly library buildings, almost always the gift of some individual. What the people of Boston have sturdily done for themselves, having received proportionally but small help from gifts, very many towns have had done for them. A recently compiled list of large gifts to libraries in the United States shows a total of nearly twenty millions of dollars.

No city in the country has a better outlook as to libraries

than Chicago. Its public library already numbers nearly two hundred thousand volumes, all gathered since the fire of 1871, which swept away what had then been acquired. The nucleus of the present collection was a gift of books from England to replace those lost in the fire, Queen Victoria contributing her own works for the purpose. The library claims to have the largest use of any in the country, increased by a number of branch libraries, and will soon occupy the magnificent building, to cost $1,500,000, now being erected for it on the old Dearborn Park property. Besides the Public library, Chicago has the Newberry, a free library of reference, lately installed in its permanent building, which has cost about one million dollars, and is ultimately to be double its present size and capacity. At the head of the Newberry library was, until his recent death, Dr. W. F. Poole, "Nestor of American librarians," as he was often called, having been in this work ever since he entered it in 1848, while yet in college at Yale. He was for several years in charge of the Chicago Public library, leaving it to enter upon the work of building up the Newberry library, in which he displayed his singular ability. Dr. Poole is best known for his Index to Periodical Literature.

A third great library is in store for Chicago in the Crerar foundation of about $2,500,000, which has not yet been entered upon, and a fourth in the University of Chicago, where over two hundred thousand volumes have been collected.

In St. Louis, the excellent public library which has grown up under the charge of the Board of Education, but which has been subject to a membership fee, has recently been adopted by the city as a free library, the result of a vigorous campaign in its behalf, managed by Mr. F. M. Crunden, its efficient librarian.

Other leading western cities which have free libraries are Cincinnati, Cleveland, Indianapolis, Milwaukee, Minneapolis, and San Francisco. Minneapolis has a remarkably beautiful and satisfactory library building, and one is soon to be erected in Milwaukee.

Boston is the only one of the larger eastern cities which has established a public library. Thanks to the generosity of a wealthy citizen, Baltimore now has, in the Enoch Pratt Free library, with its numerous branches, one of the best and most useful institutions of the kind in the country. Similarly, New York was favored in the will of the late Samuel J. Tilden. Un-

fortunately, the will of this great lawyer proved incompetent, and its object was not accomplished. One of Mr. Tilden's heirs, however, Mrs. William A. Hazard, has generously given her share of the estate, some $2,000,000, for the establishment of the library, a sum quite inadequate to provide the metropolis with a free library worthy of it, but large enough to make a good beginning.

Philadelphia is just moving to provide its citizens with a free library, the foundation being laid in a bequest of $300,000 for the purpose, made by the late William Pepper.

In Washington, the one noteworthy library is that of Congress, the largest in the country, now consisting of nearly seven hundred thousand volumes, and soon to be housed in its new building, which will accommodate five million, and will be the largest building devoted purely to library purposes in the world. Mr. A. R. Spofford, the librarian of Congress, who has seen the library grow in thirty years from seventy thousand to nearly seven hundred thousand volumes, has had to solve the problem of finding some place for the successive additions in rooms which were crowded twenty years ago, and at the same time keep the library available for use. Having a very wide knowledge of books, and a wonderful memory, he is an invaluable man to all who make use of the library.

South of Mason and Dixon's line, the only free libraries of importance are the Howard Memorial library of New Orleans, and the Cossitt library of Memphis, both founded and maintained by private beneficence.

It is interesting to observe that in those states where free libraries are most numerous, especial efforts are now making to extend them to every community. In 1891, the Legislature of Massachusetts established the State Library Commission of five persons, appointed by the governor, to look after public library interests, and especially to offer assistance from a small State appropriation to those of the feebler towns which could be induced to undertake the establishment of libraries. Through the efforts of this commission, many new libraries have been established, and at present less than fifty of the three hundred and fifty-two towns are without free libraries, and these towns contain but three per cent. of the population. New Hampshire and Connecticut have established similar commissions, with like

good results, while in New York recent legislation has devolved like duties on the regents of the university.

But one step more in the direction of state legislation in behalf of libraries can be anticipated, namely, the passage of laws requiring towns to maintain libraries as they are now required to maintain schools.

A study of the progress of the library movement thus far points to this as its natural outcome, and it is not too much to expect that the free public library will thus be recognized by one state after another as one of the greatest agencies for public education, to be employed everywhere to supplement the public schools by furnishing to the whole people the readiest means of culture and enlightenment.

LOAN AND CHARGING SYSTEMS

When a person becomes entitled to the privilege of using the contents of the library, a card is given him as a certificate that he has complied with all requirements, and usually this card is produced in his transactions with the library. In its simplest form, as used in some localities, a written statement or application is all that is required. Sometimes, personal guaranty or security is sought as a preliminary. While the loss and mis-use of books and other annoying deficiencies of frequent occurrence seem to many to require these safeguards, the tendency has been to eliminate them.

Charging-systems in general use in American public libraries are of four types.

1. The ledger system
2. The one card system
3. The two card system
4. The Browne system

Each has its advantages and drawbacks, differing in the kind of information obtainable.

CHARGING SYSTEMS

The following paper by Klas Linderfelt of the Milwaukee Public Library gives an outline of charging systems in use in public libraries in 1882.

Klas August Linderfelt was born in Sweden in 1847. He made the best of educational opportunities offered him by his uncle, under whose care he was placed at the death of his parents. In 1870 he came to America and became instructor in Greek and Latin in Milwaukee College. In 1880 he was appointed librarian of the newly-established Milwaukee Public Library. In 1891 he was elected president of the A.L.A. He resigned in 1892 and returned to Sweden, later studying medicine in Paris, where he was for several years editorially connected with *"La Semaine Medicale."* He was at work on what was to be a world bibliography of important medical articles for the period of 1880-1890, which was to have appeared in 1900. After a brief visit to America in November 1899, he returned to Paris where he died, March 18, 1900.

Like some other members of this Association, of whom I know, I owe a grudge to our program committee for not informing me, before my arrival in Cincinnati, of the duty assigned to me of reporting on charging-systems, as I should have liked to have given a history of the development of system in the manner of charging books to borrowers, presented a sketch of the different methods now employed in the libraries of America, instituted a comparison between them, pointed out their several defects and advantages, and thus opened the way to finally discovering a charging-system of ideal perfection. A considerable part of this work has, however, already been done in the elaborate papers and discussions on this subject in the third volume of the *Library Journal;* and the best thing I can do under the circumstances is, therefore, to confine my-

self to a few remarks in reference to the charging-systems with which I have become acquainted in my endeavor to find a suitable one for my own library, and to give a rapid description of the one I now use.

Many, I have no doubt, will consider this whole matter to be of but trifling value, and say that almost any record is good which will show where a book is, and when it went out. There are libraries—leaving, of course, out of consideration entirely such as are merely used for reference, and the books of which only circulate within the sacred precincts of their own walls—there are libraries, with a picked and aristocratic constituency, wholly above reproach, that can afford to take such a view of the question. But to those of us having charge of a collection of books to which all the motley crew of a large city have practically unrestricted access, whether they be white or black, permanent residents or temporary visitors, honest or dishonest, bank-presidents or ragpickers, and being often obliged to study how to do the greatest good with the smallest amount of expenditure,—it becomes a question of the greatest importance, how to increase the proportion of new books by keeping those already acquired in proper condition and, at all times, within easy reach of the librarian's hand. Then, the general public is a jealous public; jealous of their prerogatives and sensitive of any undue interference with their real or supposed rights; and any librarian having ever had the misfortune of being the target for the resentment of a borrower, who has received a notice to return a book already duly delivered to the attendants, will know how futile it frequently is to try to explain the fallibility of humankind in general, and library attendants in particular, and devoutly wish for the speedy invention of a self-indexing, self-registering, and self-everything-else charging machine.

There exist in libraries with which I have become acquainted two radically different methods for recording books and borrowers in circulation, the *ledger* and the *slip* systems, as well as several varieties of combinations of the two. The former, with its rapidly accumulating pages of closely written entries, like the grocer's or the meat-monger's account-book, in all its varying forms, is, at the best, a cumbrous, inconvenient, and time-wasting affair, belonging in the same category as fixed

shelf-location, interleaved catalogs, and similar devices, which are rapidly getting to be numbered among things of the past. It may, therefore, be set aside with merely this passing notice, all the advantages which it possesses, or might possess, having been recorded in Mr. Dui's excellent papers already referred to. The slip-system, on the other hand, admits of such an infinite variety of modifications, that it is difficult to decide, sometimes, what the most convenient, accurate, and economical arrangement is. I can, thus, only allude to a few of the principal variations which have come under my notice.

In the great majority of libraries, when a new member becomes entitled to the privilege of using its contents, whether through some other person's guaranty, a money deposit, or an annual fee, a card is given him as a certificate that he has complied with all the requirements of the management, and which must be produced in all his transactions with the library; although there are libraries, like the St. Louis public school library, which do not require even this slight coöperation on the part of the borrower for keeping its records in shape. In some libraries this card serves no other purpose than the one indicated, or possibly as a reminder to the borrower of the time when his book must be returned, while in other libraries it forms an integral part of its charging-system. This latter is a risky arrangement, as my experience, at least, is that an ordinary borrower has even less regard, if possible, for the card than for the book itself, and considers its loss of no importance whatever. Where the entire record is kept in the library, secure from the gaze and touch of the *profanum vulgus,* there are, again, essential differences in the manner of arrangement and manipulation. Some libraries, as, for instance, the Detroit Public Library, make the book-borrower write the entire record-slip with number, title, name, etc., it being, in fact, only the call-slip in a fixed form, which slips are then filled, and constitute the only record of books in circulation. This arrangement would seem to make it an extremely irksome task for a person, who had his "declaration of intention" signed "Pat. (his x mark) O'Brien," to call for a book; while the attendants must necessarily often be sorely tried by illegible scrawls. In other libraries, like the Chicago Public Library, the attendants write the record-slip themselves,

in a manner that has been fully illustrated by Mr. Poole in his contribution to the government report on public libraries. In one thing, however, these and other libraries with a similar charging-system agree, namely, that the slip is merely a temporary affair, written for the occasion, and thrown away as soon as the book is returned.

The system in use with us until a little more than a year ago was an exact copy of Mr. Poole's; and I can, therefore, testify to its general excellence in all but one point, which, to me, seems a very important one. It keeps a record only of the book, and not of the borrower, who, nevertheless, is often more liable to go astray than the book. In order to obviate this difficulty I adopted, on January 1, 1881, the charging-system I now employ, and which has, so far, given me entire and decided satisfaction. Instead of temporary slips, I use permanent ones, made of thin board, the size of the standard catalog card, printed with blank lines in two columns down the length of the slip; and instead of one slip I use two, one constituting the record of the book, the other of the borrower. Of these two, the book-slip is made of white card-board, and the member-slip of manilla tag-board, so that they can be easily distinguished from each other. We have also a slip of pink card-board, which is identical with the white one, except that it denotes a book which can be retained only seven days, instead of the customary two weeks. The book-slip has printed or written, in the blank space on top, the number of the book, and is kept in an "Acme" card-pocket on the cover, while the book is in its place on the shelf. When it is called for by a person who desires to borrow it, or withdrawn from the shelf for any other purpose, this slip is taken out, and the borrower's number entered on the first empty line in the left-hand column. Then the date is stamped at the same time as the borrower's own card, on the opposite line in the right-hand column. It will thus be seen that this slip becomes virtually an exact counterpart of Mr. Poole's charging-slip, and is treated, filed, and used exactly in the same manner, but returned to the card-pocket when the book is returned. The tag-board or member-slip is marked at the top with the number of the borrower's card, and all these slips, with us amounting to between 5,000 and 6,000, are kept, arranged in one numerical series, in two com-

partments added to Mr. Poole's file-box, standing on the delivery-desk. When the member withdraws a book, the number of this book is entered on the slip corresponding to his card, *but no date stamped* opposite. When the book is returned, however, the date of such return is stamped on the member-slip, opposite the book number.[1] The presence on the member-slip of a number without a date opposite therefore shows there is a book out on this card; the contrary, that it is not at present in use. All matters that in any way affect a borrower's standing with the library, or involve a forfeiture of its privileges, are duly noted on this slip, and the consecutive slips referring to a certain card thereby become a complete history of the use any individual borrower has made of the library. This slip serves as an entirely satisfactory solution of the difficulty frequently presenting itself in libraries employing a card in the hands of the borrower, of how to prevent, without fail, the use of two cards by the same person, when one has been lost and found after a new one is issued. Waiting for a new card for a week, or a month, or a year, after the loss of the old one has been reported, does not afford a remedy for this evil, as I can assert from my own experience. With my system, however, a new card may be issued immediately, whether the first be really lost or not. The new card and the corresponding slip are both marked with a "2," or any conventional cabalistic figure; and if, then, twenty cards should be presented bearing the same number, none but the one thus marked can draw any books from our library.

	Book-slips. White card-board.			*Member-slip.* Manilla tag-board.	
	424.6	925.42		2468	
2468 R	April 10	2468	May 8	424.6	May 8
				925.42	

The book-slips are used for various other purposes, such as recording the sending of the book to the binder, entries of special requests for holding it, when it comes in, for the benefit of an anxious reader, and so forth. Renewals for a second period, while the book is out, are indicated merely by writing an "R" between the borrower's number and the date.

The process, simply stated, is as follows: A person presents his card at the delivery-window, and asks for a book, orally or in writing. The book, if in, is brought, its slip removed from the pocket, and the borrower's slip found in the general file. The two slips are then placed side by side, the number of each entered in the left column of the other, and the date stamped on the white slip and on the borrower's card. The borrower's own card is then put in the book-pocket, the book delivered, and the two record-slips thrown into two boxes on the desk, where they remain until the closing of the circulating department at night, when the two piles are sorted out, both in numerical order. In the morning, before the opening of the library, the package of white slips is placed, separately, in a compartment of the file-box, indicated by their date, and the manilla slips are sorted back in the general file of memberships. When the book is returned, the date on the borrower's card shows where the white slip is, and the card number locates exactly the manilla slip. Both are taken out; the white slip, without further entry, returned to the book-pocket, and the manilla slip, as well as the borrower's card, stamped with the date, which completes the transaction, and releases the borrower from further obligation in regard to this book. The manilla slip is then passed on to a small box, placed between the receiving and the delivery window, and divided into compartments marked 0, 1, 2, 3, etc. ("thousand" being understood in each case), where it can readily be found at once, as soon as the borrower has selected and called for his next book. If he should go away without taking a new book, the slip is returned to the general file at the first opportunity the attendants may have to do so.

I have often been asked whether this arrangement does not form a very complicated charging-system, and take considerably longer time than the ordinary one-slip systems; and to this I answer, that the system is extremely simple in its working;

that the actual writing done each time is exactly the same as is necessary with Mr. Poole's charging-system, and that the infinitesimal quantity of extra time required for getting the member-slip, and stamping the date once more, is amply compensated for by the greater security, and the comparative immunity from mistakes, which it affords.

In my last report to the Board of Trustees of the Milwaukee Public Library, I gave a list of twenty questions which can be instantaneously answered by our new charging-system, and when it is considered that fourteen of these questions, or 70% of the whole number, some of them of the greatest importance, were left unanswered by the method of charging formerly used by us, except by keeping a separate record, I think it must be admitted that even a small additional outlay of time cannot be thought a loss. These questions are as follows (those left unanswered by the old system being printed in italics):—

1. Is a given book out?
2. If out, who has it?
3. When did he take it?
4. When is it to be sent for, as overdue?
5. *Has the book never been out?*
6. *How many times (and when) has the book been out?*
7. How many books were issued on a given day?
8. *How many in each class?*
9. How many books are now out, charged to borrowers?
10. *What books are at the bindery, etc.?*
11. *Has a certain book been rebound, and when?*
12. *What books have been discarded?*
13. *Does the circulation of a discarded book warrant its being replaced?*
14. *Has a given person a book charged to him?*
15. *How many persons have now books charged to them?*
16. *Are those the persons who registered earliest or latest?*
17. *How often has a borrower made use of the library?*
18. *Has a person had a given book before?*
19. *What has been the character of a person's reading?*
20. *Is a person's card still in force and used?*

As regards the origin of my system of charging and recording books, I may say that I am indebted for the groundwork of it to our esteemed colleag, Mr. W. E. Foster, of Providence, although I have lately heard that it really originated, like so many other good things in library works, with Mr. C: A. Cutter. I have, however, in several important par-

ticulars, modified his system so materially as to entitle it to be considered a distinct variety; and any one who would like to know wherein these modifications consist, I refer to the *Library Journal* 4:445 and 5:320, in which short descriptions of Mr. Cutter's and Mr. Foster's procedure is given. I have lately had the satisfaction of seeing my system introduced, without change, in another library, and though I should not dare to say that it would be equally suitable in all libraries, and possibly not at all in those with a very large number of members, and a very high daily circulation, I have yet to learn of a charging-system that, for the wants of the average library in this country, surpasses it, as regards insuring safety of the books, economizing time, and preventing mistakes.

REGISTRATION OF BOOK BORROWERS

The following paper by Henry J. Carr was read before the A.L.A. Conference at Thousand Islands, August 31, 1887. At this time Mr. Carr was the librarian of the Grand Rapids, Michigan, Public Library.

Henry James Carr was born in Pembroke, New Hampshire, and began his career as an accountant and cashier in railroad offices. He studied law and was admitted to the bar in 1879, but did not practice. From 1886 to 1890 he was librarian of the Grand Rapids Public Library, in 1890 he organized the Free Public Library of St. Joseph, Mo. Since 1891 Mr. Carr has been librarian of the Scranton Public Library. He served the A.L.A. as treasurer, recorder, secretary and vice-president in succession, and from 1900 to 1901 was its president.

It may be said that all public libraries make some sort of a registration of those entitled to draw books therefrom for home use; i.e., those variously termed its members, or book-takers, or borrowers.

The extent and nature of such registration will vary according to local practice and rules; with such assurances of fitness, or right to the benefits of the library, and corresponding safeguards against imposition, as the nature of the community or experience may dictate.

In the simplest form, as used in some localities, a written statement or application on the part of the would-be taker, made upon a simple printed blank or form, is all that is required.

A promise to observe rules, etc., is also very frequently included; or else the same is obtained by his or her further signature to a formal agreement in a Registration Book. If the signature on the application blank be the only one taken, then such application or promise is usually recorded and numbered

in regular sequence in a book, which action constitutes the registration. The separate application, whether on a slip or a card, is then free to be filed in alfabetical order, and so becomes of further use as an index to the Registration Book.

In smaller places this informal method of treating applications may answer sufficiently well without further steps. In larger cities the aid of the police is often invoked as a sort of municipal investigating committee; and with such, as a moral effect, the needed purposes are, perhaps, adequately subserved.

Too often, however, it is found that loss and misuse of books occur without satisfactory remedy; while other annoying deficiencies of frequent occurrence seem to require still further safeguards and means of "moral suasion," to say nothing of legal remedies for negligence and wilful delinquencies.

To those ends, then, some personal security or guaranty is sought; and, following English custom, the requiring of such, as a preliminary to receiving the privileges of the library as a book-taker, has become a growing practice in this country, and is now so fully established that any other course may be considered the exception rather than the rule.

This I find from personal observation at many libraries, and study of the rules and regulations of many more; and in a sort of representative collection of the working blanks of various libraries, east and west, the frequent use of the surety or guaranty certificate (as it is indifferently called), as an application and preliminary to registration, stands out in strikingly preeminent contrast with the older but more occasional use of less stringent forms.

But in the surety method considerable latitude prevails. Some libraries require its use only in case of unknown persons, or for minors or youths below a certain age of supposed discretion. Others require such for each and every one, "regardless of age, sex, color, or previous condition of servitude;" and this would seem to be a more democratic plan, and one less liable to any plea of class discriminations.

Then comes in play a variety of practice as to qualifications of the surety, some requiring the surety to be a tax-payer or property-owner; others simply that the surety be a citizen over 21 and known to the library, or duly identified.

This latter variation is in the nature of a relaxation of vigilance, and weakens considerably the legal force of the guar-

anty. In the majority of cases the chief value of having a guarantor is its *moral effect;* and I believe it is that, generally, which is most relied upon in case of transgression or delinquency on the part of the principal, or book-taker.

Still, such agreements, when properly drawn and executed, have a legal value, and, with proper responsibility on the part of the guarantor, it need be no difficult matter to enforce them thru the courts as a last resort.

It will be seen, then, that registration, in its broader sense, implies and includes several things.

1st.—An application on the part of the would-be borrower.

2d.—Compliance with the respective rules, as to fitness and right; and, if required, furnishing adequate security.

3d.—An entry of the borrower's name on the Registration Book; the order or sequence of which usually determines the designating number assigned to such a person, as a book-taker, and used on his or her library-card as a convenient means for charging books, and the like. And also as a ready basis of statistics as to number using the library, etc.

NOTE.—Where a security signer *is* required, such guaranty is usually taken on a special blank or form; and then the signature or promise of the principal (or borrower) is taken on the Registration Book (sometimes called the Signature Book). Occasionally the signatures of both principal and guarantor are required to be made on the book at the library; but for many reasons this is not so convenient nor acceptable a method as having signature of guarantor on a separate blank.

4th.—Information as to residence or address of the borrower and surety respectively. This item of residence being really a most important matter, and yet, by the very nature of things, an especially difficult one to keep "up to date," since removals or changes of address on the part of either principal or surety are about the last thing that borrowers ever think of reporting to the library.

5th.—Due indexing of the registration, with reference to both the borrower and the surety.

6th.—Cancellation at expiration of the regular term of issue under the rules; or sooner for cause, as in case of unsettled delinquencies, removals from the place, surety declining to continue, or death, and so on.

Here a few words concerning the indexing of the registra-

tion, the 5th item mentioned above. As said before, if no surety be required and the application of the borrower be on a separate form, then arrangement of same in alfabetical order makes ample index to the Registration Book. If a surety be furnished which is now the later and ruling practice, a *double* index is needed; and since the one blank cannot be put into two places or order of arrangements, it seems better to number and file the guaranty certificates in the same order as the registration, and provide a special index.

An excellent form for this purpose is a card (not less than 10 x 15 cm.), ruled and headed on both sides; on the *front* side is to be entered the name and residence of every person to be indext, whether as principal or guarantor, and the card is alfabeted by this entry. If a book-taker, then below the heading and on the same side of the card, follow his or her registration number, with date, and the name and residence of guarantor, and space for remarks. The *back* of the card is reserved for entries of number, date, name and residence of those for whom that particular party may have become surety. A distinction between the two sides and corresponding classes of entries is readily made, not only by varying form, but may be emphasized by colors of ink in ruling or printing.

Bearing in mind that the same person may sooner or later act in a dual capacity and be both a borrower and likewise a surety for another, often for several others, the advantage in having all registration entries concerning that one person concentrated on *one* card is readily seen. With cards of an adequate size, such an index becomes almost perpetual; and may be made continuous with several subsequent registrations. Then, too, in case of delinquencies, with default on the part of any guarantor it becomes a simple matter to record same for a future "black-list," and also to cancel at once the rights of all other book-takers, if any, depending upon the same guarantor; which is a very essential matter for the safety of the library.

So much for the machinery and general routine, which, to a greater or less extent, is understood and necessitated in the registration of borrowers.

The practice of various libraries as to extent, duration, or termination of any one registration is not at all uniform. Many

(and this is seemingly the older practice) run the registration on almost interminably, until the numbers have become very high and cumbrous; and a general antiquated air is found to prevail. And, too, by the growth of the community and the inevitable shifting of population, deaths, removals, new-comers, and the like, it is eventually found that the recorded residences and other data are as unreliable as a ten-year-old directory, to say nothing of kindred deficiencies.

Then a new registration is ordered, in which reason or unreason may prevail. The latter, where, for sake of uniformity, *all* previous cards are made void, regardless of date, whether one day, or one year, or five years old; a better practice being to consider issues of the preceding one year or two years as valid, and re-register all of an earlier date. In other instances, a new registration is required upon filling a certain sized book, or upon reaching in number a certain limit; either of which may be a fair basis, if provision be made to avoid re-registration of the later issues within a certain calendar time, as before suggested.

In the western cities, owing to rapid growth in population, varied character and shifting circumstances of those who use a library most, the need for frequent verification of residences and correction of guarantor-lists, etc., has been felt more decidedly than in the older and more settled communities of the eastern States.

As a consequence, most of the newer libraries, and many of the older, have found it best to limit the period of registration, and consequent life of the library-card, to terms of either three years or two years, usually the latter. Some have adopted five years, but, I think will sooner or later find a shorter term advisable.

Where a specific term is adopted, and once in full force, re-registration becomes a regular and continuous matter; each month calling for the re-registration of all cards issued in the same month two, three, or five years before, as the case may be. This has the farther advantage of allowing for a regular allotment of work, and avoids the spasmodic effect and overwork or rush consequent upon other plans of determining the frequency or period of each new registration.

The advantages of prompt notification in case of over-due

books (i.e., those kept out beyond the loan period provided) have long been understood; and losses to the library are greatly mitigated where such practice is sharply followed. But a prime requisite to effective notice is to have the correct address of the delinquent. Long terms of registration are not conducive to accuracy in that respect, and the defect becomes more evident, when, in case of sureties being required, the address of two parties for each card outstanding is essential.

So, then, I ask, is the importance of frequent re-registry of those drawing books from the public libraries of growing cities and towns, and particularly in the larger places, duly appreciated?

This query has been bro't to my mind more forcibly by reason of some personal experiences during the past eighteen months, and again upon noting items in the same connection which have come to hand casually in reports of some public libraries for 1885 and 1886, and occasional older instances.

To be sure frequent registration means some work at the library desk, and a certain amount of annoyance to the book-takers. But under an adequate, continuous system, which I have mentioned, neither of those features need be in excess, and will, I believe, pay in the long run, and save work, annoyance, and losses in other directions.

I doubt if librarians generally comprehend as fully as might be how rapidly changes take place in the effective force and number of those using the library in a growing city; nor how much more satisfactory a comparison of the use of different libraries can be made, if, in addition to size of the library and number of volumes circulated, the number of *active* borrowers can be given more exactly. Under similar circumstances as to size of library and population, the number of volumes of home issues divided by number of actual takers show a markt regularity of ratio.

Bearing upon the above statement, and in connection with the general plea for a briefer term of registration, it is possible that the following extracts may prove of interest. It must be understood, however, that the same are not selected for invidious reasons, but because they offer striking or pertinent instances; the libraries or parties cited having issued valuable

reports from which it has been possible to obtain the facts quoted.

About the earliest protest against a long continued registration which has come to my notice is that of Mr. C: Evans, when Librarian at the Indianapolis P. L., in 1878. Reporting a registration of some five years, numbering 14,600, he says:—

"This number is naturally in excess of actual number of borrowers. . . . As in other large cities, almost all the losses of books can be directly traced to changes of residence by removal from the city; and our experience for the past three years shows that it would be for the safety of the property of the library if a rule were adopted that hereafter no certificate of guarantee shall remain in force longer than two, possibly three, years."

His successor, Mr. A. W. Tyler, repeats and confirms this statement in 1879.

June 30, 1886, the same library reports total registration 27,620, the population of Indianapolis being perhaps over 90,000. And Mr. W. De M. Hooper, the Librarian, says: "It is impossible to tell how many of these cards are now in use, since but few persons, upon ceasing to use the library, ever think of resigning their cards. Judging from what data we have, it is estimated that at least 15,000 to 18,000 of these cards must be still in use."

Many other libraries, with a less number of volumes and actual takers, report a circulation quite equal to that of the Indianapolis library; and I judge that his estimate of cards in use is much too high.

In the report of the Toledo Public Library, for 1880, similar considerations are bro't out, viz: "A new enrollment of those using the library was commenced with the year, as the trustees were satisfied that a large number of the sureties for book-borrowers were either dead or had removed from the city. A public library is peculiarly exposed to the loss of books. The best safeguard is a responsible surety, coupled with vigilant oversight on the part of the librarian in sending for over-due books. Number of cards issued during the year was 3,863. As last report showed over 9,000 registered members, the necessity of a new enrollment is apparent; and we think the best

interests of the library demand a new enrollment every three or five years."

The Detroit P. L. in report for 1885 conveys an interesting lesson on this subject, as follows:—

"In August last the rules of the library were so changed as to require all holders of readers' cards whose cards were issued more than five years ago, to sign the register anew, with their sureties; and that hereafter a new registry should be required every five years. This rule applied to 11,440 cardholders, of whom 829 have since registered. The fact that so small a proportion of persons entitled to use the library have come forward to renew their signatures, made evident what was before supposed, that the great mass of readers' cards formerly issued are not now in actual use. . . . Notwithstanding the striking from the registry of so large a number of names, the statistics show that the library never had so many users as now."

The report from the Cleveland P. L. in 1886, of the immediate results of a new registration are equally corroborative, thus:—

"A different system of charging books having been decided upon, it was placed in operation January 1. From September 1 to December 31, 1,395 cards had been issued, bringing the entire number of the old series to 23,340. On January 1 the issue of a new series was begun, and 8,893 had been issued to August 31, which probably is a fair indication of the number at present using the library."

The report shows that in the new registration 4,137 issued in January, and 1,675 in February; after which the issues decreased from 911 to 379 in a month, averaging 500 a month, which is a fair allowance.

The Free Public Library of Worcester, Mass., a city of some 70,000 population, reports for 1886:—

"Total number of names registered (a new registry made July 1, 1873), 28,535. Registered during the year, 1,585. Number of notices to delinquents, 6,038, in a circulation for home use of 136,745 volumes." The large number of notices and the

disproportion of registrations in the year, as compared with the total, are both striking.

As a salient instance of a two-year registration method, note the following from the Chicago Public Library in 1886:—

"Present number of book-borrowers, 27,142. These persons hold cards, each secured by the certificate of a responsible guarantor, which entitle them to draw books from the library for home use for the period of two years. Each card is canceled at the expiration of two years from date of issue, when a new registration must be made on a new certificate of guaranty. Cards issued during the year, 13,845; preceding year, 13,297. Circulation of the year, 608,708 volumes for home use. Volumes in the library, 119,500."

The Registration Clerk at that library informs me that, according to their experience, of a series canceled when each card has run fully two years, but about one-quarter are renewed. This accords in the main with my own experience under a new registration in a smaller city, extending thru one year, and in which but 2,330 were renewed out of 7,400 in previous registration, the proportion of renewals in a small city being naturally greater than in one of large population. Other good effects of a new registration have been very noticeable, also, it may be said, as the reduction in lost books, and especially in the number so delinquent as to need the services of a messenger. In 10 months of the present library year but 10 volumes have required a messenger, against 49 in preceding six months of previous year.

Of books lost without remedy or payment, but one in present year, against 12 so lost in the year before.

Like results are apparent as to fines and decrease of delinquent notices.

In conclusion, I subjoin a comparative table of items from some 16 libraries, which may be of interest in this connection; and I hope other libraries may be led to give like data in their annual reports, from which further study may be made concerning the subject of frequent registration, and, possibly, a more just basis for comparison of yearly results.

	Library	Year of Report	Approximate Population	No. of vols. for Circulation	Circulation Reported. Home issues
1	Chicago	14th—1885-86	700,000	90,000*	608,708
2	Detroit	1886	155,000	60,000*	147,616
3	Milwaukee	9th—1885-86	160,000	32,000*	76,375
4	Omaha	10th—1886-87	83,000	15,000*	90,341
5	Cleveland	18th—1885-86	225,000	32,555	209,602
6	Utica	1885-86	42,000	8,782	40,708
7	Cambridge	28th—1885	58,000	18,000*	83,016
8	Newburgh	1885-86	18,000	15,252	58,435
9	Springfield ..... (Mass.)	1886-87	37,000	58,000*	146,404
10	Dayton	1885-86	50,000	20,000*	90,097
11	Indianapolis	1885-86	90,000	38,000*	169,369
12	Providence	9th—1886	118,000	24,300	82,179
13	Worcester	27th—1886	68,000	43,000*	136,745
14	Lynn	24th—1886	45,000	34,000*	94,783
15	Taunton	1886	23,000	24,000*	56,137
16	Manchester ..... (N.H.)	33d—1886	36,000	27,000*	54,037

Total Registration	Registered in Year of Report	Ratio of Circulation to Registration	Life of Card	Remarks
27,142	13,845	22.4	2 years	13,297 registered previous year
10,678	3,617	13.8	5 years	New, 3,153; re-registered, 464
5,530	2,795	13.8	2 years	Ratio; 14.8 prev. y'r; 16 in 1883-84
8,119	2,119	11.1	2 years	1885—New, 1,643; re-registered, 382
8,893	——	23.5	—	Old series cards to Jan. 1, 1886, 23,340
3,088	1,553	13.2	—	Of 2,681 cards in prev. year, 1,146 did not use library in this year
7,008	1,733	11.9	—	
7,328	648	8.	—	
8,655	2,568	17.	—	
8,127	1,427	12.3	—	
27,620	1,862	—	—	Registration series since 1873
28,904	1,851	—	—	Registration series since 1878
28,535	1,585	—	—	Registration series since July 1, 1873
23,788	1,228	—	—	Registration series since Dec., 1862
10,136	364	—	—	
5,970	498	9.1	—	

Number of volumes for circulation marked * are but approximations; others unmarked (Nos. 5, 6, 8, and 12) reporting exact number which are for circulation.

The total registration given for Nos. 1-6, according to their reports, are also the approximate number in force; and, judged by the ratio of circulation, the same may possibly be true of Nos. 7-10, and 16.

REPORT ON CHARGING SYSTEMS

A report of different charging systems in use in public libraries in the United States, as presented in the "Papers Prepared for the World's Library Congress" held in connection with the World's Fair at Chicago, in 1893, was prepared by Miss Mary Wright Plummer, librarian of the Pratt Institute Free Library, Brooklyn, New York. These papers were published in the report of the United States Bureau of Education (Vol. I, 1892-1893).

A sketch of Miss Plummer appears in Volume 2 of this series.

Definition.—The charging or loan system is that part of a library's administration by which chiefly its communication with borrowers is carried on. The word *loan* applies to it because the books are lent, and the word *charging* because every library, no matter how small, with any pretense to method, has some way of keeping account of these loans.

Requisites.—The characteristic of a loan system best appreciated by the public is the speed with which it can receive and deliver books. The trifling annoyance of having to wait a few minutes for a book will drive many persons away from a library, and to a certain extent from the habit of reading. It therefore behooves the library administrators to consider speed when planning their charging system.

Another requisite is simplicity, not only because it implies speed and makes the work easier, but because it insures greater accuracy. The more complicated the system the greater the chance for error.

The third thing to keep in mind is that the less the borrower's part in the operation the better he likes the system. The library must be sure that it asks of him only the facts absolutely necessary to fill his order, and that any red tape should be kept behind the desk.

These three things, then, are essential, for it is certain that if there is more than one library in a place people will go to the one where they are most quickly waited on with the least trouble to themselves, and with the fewest mistakes.

A library, even a free library, is a business institution, and must keep a record of its transactions. It would be as absurd to keep no accounts in order to please the people and send them away sooner as it would be to enter no charges against the customers of a shop. The tangle that its affairs would soon find themselves in would be infinitely more troublesome to the borrower than the short time spent in waiting while the library recorded a few essential facts. It should therefore be taken for granted, in deciding on a charging system, that the public will be patient and reasonable if the library does not impose on it.

The library, if it keeps pace with the rest of the world, must know what it is doing. It is easy enough to hand out books day after day without knowing or caring whether more people are reading than this time a year ago, whether the best books are really called for, what the prevailing taste of the reading community is, whether people are gradually accumulating private collections of books at the library's expense, whether everyone is getting an equal chance at the popular books, where a book is that people keep calling for and that does not make its appearance, and a dozen other things that will occur to every librarian as details that he must know in order to be master of the situation. If libraries were conducted on the guesswork plan, librarianship would deserve small pay and smaller honor, for an automaton could be constructed that would take in and hand out books, and learned pigs have been taught to pick out numbers and letters.

The charging system should, to a great extent, tell whether the library is really of use to the community, and in order to do this it must put the library in possession of certain statistics. The question is how to get these statistics at least cost of time and trouble to the public, with least expenditure of labor and least risk of error on the part of the library.

Questions answered by charging systems.—In 1882 the librarian of the Milwaukee public library sent to the *Library Journal* the following list of 21 questions, answered by the charging system of that library. The questions in parentheses have been

added in preparing this paper, in order to make these questions a basis for examination of various charging systems:

1. Is a given book out?
2. If out, who has it?
3. When did he take it?
4. When is it to be sent for as overdue?
5. Has the book ever been out?
6. How many times and when has the book been out?
7. How many (and what) books were issued on a given day?
7a. (How many (and what) books are due on a given day?)
8. How many (and what) books in each class were issued on a given day?
9. How many (and what) books are now out, charged to borrowers?
10. How many (and what) books are at the bindery?
11. Has a certain book been rebound and when?
12. What books have been discarded?
13. Does the circulation of a discarded book warrant its being replaced?
14. Has a given borrower a book charged to him?
14a. (How many books are charged to him?)
14b. (What books are charged to him?)
15. How many persons have now books charged to them?
16. Are these the persons who registered earliest or latest?
17. How often has a borrower made use of the library?
18. Has a borrower had a given book before?
19. What has been the character of the borrower's reading?
20. Is the borrower's card still in force and used?
21. (Has this person a right to draw books?)

The principle of the grouping given above will be readily understood to be a rough classification by book, date, and borrower's account.

It does not follow necessarily that the system which answers the most questions is the best, for they may be answered at an expense of time and labor out of all proportion to the value of the information. That is a point which each library must decide for itself. The college library, the free city library, the village library, have a widely differing patronage and quite as widely differing resources.

Loan systems may be roughly divided into four groups: Ledger systems, temporary-slip systems, permanent-slip or card systems, indicator systems. There are many ingenious devices that belong to none of these, but they are used in so few libraries that they hardly merit the name of system.

Ledger system.—By ledger system we now mean a system in which books are used for recording charges. It is often taken for granted that in using a ledger the library keeps its accounts only under the borrower's name; but it is possible to keep trace of the books also, and even to keep the accounts by date. Originally the charges were made in a daybook, a simple daily record of transactions such as kept by any retail shopman. No doubt it was considered a great step in advance when the library began to post these daily entries in a regular ledger instead of looking back through all its charges till the one wanted was found.

The ledger account by borrower has the borrower's name for a heading and should have a page to itself in order that no two borrowers shall have the same folio number. The call number of the book and the date of issue are noted in pencil in columns or squares ruled for them, and when the book is returned the borrower's folio number, if he has forgotten it, may be found from the index at the back of the ledger, and the entry is either crossed off or the date of return noted, which closes the account till another book is drawn. The advantages and disadvantages of this method may be summed up as follows:

ADVANTAGES.

1. The entries can not be lost or mislaid.
2. The ledger takes up less space than the same information in any other form.
3. It can be handled rapidly.
4. [1] The borrower's previous reading shows and may help in making selections for him or prevent the second taking of a book by mistake.
5. It is easy to tell when a borrower's connection with the library ceases and how many live accounts there are on the book.

DISADVANTAGES.

1. Impossible to change the order of accounts to alphabetic [2] or other order to get at certain facts.
2. Pages, when soiled, can not be replaced.
3. [3] In the course of time an active reader may have several folio numbers, which would tend to confusion.
4. But one person can use the ledger at a time.

[1] This advantage and this disadvantage may be found in some other systems.

[2] This necessitates an index to find the borrower's page while the card system is its own index.—M. D.

[3] This advantage and this disadvantage may be found in some other systems.

5. It is next to impossible to get at the delinquent accounts in order to send notices.

Applying the test of our 21 questions, we find that it answers easily 14-20, inclusive, nearly all, in fact, that apply to the reader; but with great difficulty, if at all, can the answers to 1-13 be found. By means of a daybook, questions 7 and 8 may be answered also. This gives the additional advantages that the charge is very quickly made, the posting being postponed to a leisure moment, and that the circulation of each day can be easily classified, footed up, and set down. This book, like the ledger, can be used by only one person at a time, and it can not be used for discharging debts unless the date be given as a key.

In the *Library Journal* for 1883 a description is given of the method used by many Canadian libraries, notably those of the Mechanics' institutes, in which two ledgers figure, the one arranged by readers' accounts, the other by call numbers for the books, making book accounts. A daybook is used with this system, for the sake of speedy charging.

To the borrower the daybook charge is very likely to be satisfactory. He has only to give the call number of the book wanted and his name. The charge is dashed down and he does not need to wait. When he returns the book, his name or folio number refers to the charge, now on the ledger, which is crossed off or the date of return jotted down opposite it, and that is all. He knows nothing of the time and labor given to rewriting every charge, or the difficulties that arise each day from the fact that the library has no account with the book.

Temporary-slip system.—The inflexibility of the ledger system could not fail to be felt, and it has been superseded in many libraries by the temporary slip system, of which a great advantage over the ledger system is that more than one person at a time can be engaged in charging and discharging books. The slips may be used exactly as the ledger pages are used to keep an account with the reader, the difference in that case being that the ledger is a permanent and the slip a temporary record. The slip may be written out by the borrower, in which case it serves as a receipt, or by the assistant for the sake of greater speed. It is usually required that the borrower's name or number, the call number of the book (or its author and title),

and the date be written. When the book is returned and fines paid, if any, the slip may be destroyed or returned to the borrower. The slips may be arranged in a tray or in pigeonholes in any of three ways: (1) With guide cards or blocks for each day, making a daybook; (2) by borrower's name or number, making an account with the borrower; (3) by call number, making an account with the book.

The first arrangement has the advantages of the regular daybook as to speed, provided that all that is written on the slip be the borrower's name or number and the call number. The date is here not necessary, although it is well to have it lest a slip should by accident be taken from its compartment. The slip is then dropped into the tray in the proper date division, and the borrower goes away with his book. The disadvantage is also the same, that, without remembering the date, a charge can not be canceled. It would be possible to keep a ledger in connection with this arrangement of slips, as with the regular daybook. The questions answered would then be 7, 8, 9, 14-20. It has the advantage over the daybook that after the arrangement by date the slips can be put in a subarrangement by borrower's number or call number, and that the dates once written on the guides do not have to be rewritten. The daybook, on the other hand, by the mere lapse of time, becomes a record of delinquents in such shape that it can not be lost, whereas the delinquent slips, in order to be quite safe, must be copied into a book after a certain period.

When the slips are arranged by borrower's name or number, they represent the borrower's ledger with its outstanding accounts only. As the slips themselves are usually of thin paper, it is customary to have cardboard guides, each bearing a borrower's name or number, or both, and when the charge is made the slip is dropped behind or in front of the borrower's card and remains there while the book is out. If the guides are arranged by borrowers' numbers there must be an alphabetic index to the tray, as the numbers are often forgotten. This system answers questions 9, 14, 14a, 14b, 15, 16. The questions 17-20, which are answered by the ledger system, can not be solved by any temporary record. The main advantage of this way of keeping the borrowers' accounts is the one mentioned above as pertaining to any slip system, that more than

one person may work at it at one time. It requires more writing than the ledger, inasmuch as the borrower's name or number must be recorded. The difficulty of getting at the number of overdue books is quite as great, and if delinquent notices are sent the whole tray must be overhauled periodically. If these notices are sent only at long intervals, as in many subscription libraries, this is not so strong an objection as in the case of public libraries, which must send out notices daily. To the college library, or one that was watchful of its influence on various classes of readers, the fact that the record of a borrower's reading could not be kept would be a strong objection to the temporary slip system.

The third arrangement, that of keeping the slips in order of the call number of the books, has been seldom tried where the slips were for temporary use only. It answers questions 1-4, 9. The objection with regard to delinquent notices holds here, as in the previous arrangement. Any change in the character of the circulation within a given period would fail to be noticed by this system. Its main advantage lies in its speedy answer to questions 1, 2, and 3, questions which are more often asked, perhaps, than any other, and in its convenience when it becomes time to take the inventory. It is but fair to the last two arrangements to say that if the day's circulation is kept apart from the other charges till it can be classified and counted, one of the above disadvantages, the inability to discover changes in the character of the general reading, would disappear, and questions 7 and 8 could be answered.

In some libraries the slip is made large enough to serve for a list of books, and if handed back to the borrower when he returns one book may serve him to select another.

The late librarian of Princeton, Dr. F. Vinton, suggested in *Library Journal,* 2: 53-7, that the slips, before being sorted in their pigeonholes, be copied, in order to make two arrangements possible, one by borrowers and one by books. Whenever there is copying done, there is an extra liability to mistakes, and the writer suggests, instead, the use of the carbon copy used by many dry goods and notion houses to make duplicate checks for goods bought. Both entries would be in the same writing, made simultaneously, and if one was correct the other would have to be.

Card system.—The *card system* differs from the slip system chiefly from the fact that the cards, larger and more durable than slips, are kept as a permanent record. Aside from this, they are subject to the same limitation, admit of the same arrangement, and answer the same purposes as slips.

If but one kind of card is used by the library, it can be arranged with others to form an account with the borrower, with the book, or by date; and the same subarrangements possible with the slips are possible here. The advantages and disadvantages are the same as with the same arrangement of slips. With cards it is advisable to have ruled columns to keep the record. If the card is a borrower's card, the columns should contain the call number and the dates of taking and of return. If it is a book card, that is, kept in order of the call numbers, the columns should contain borrower's number and dates. Some libraries show the discharge of a debt by stamping or punching out the charge instead of stamping the return date, which is thus lost from the records. The borrower's card, kept by the library, answers questions 14-20, inclusive. By keeping the day's charges in a separate place till the end of the day's circulation, questions 7 and 8 may be answered. If a single card is a book card, it will answer questions 1-6, 13, 18, with 7 and 8 if the day's charges are kept apart and counted. If the book card is used, it may be kept in a pocket in the book when the book is in, or it may be placed in a separate tray at the desk to show what books are in and save useless trips to the shelves. Used in this way, it helps to form a card indicator, at the same time lessening the risk of loss of the card. If the cards of books out are kept in strict call-number order, without subarrangement by date, they may serve to indicate instantly the books out and thus fulfill the same office. The pocket for the book card is very generally used in libraries that have the book card. It serves for the borrower's card when the book is out, in case the borrower carries his own card, and lessens the risk of its loss. The labor of pocketing and repocketing, however, is considerable, and even aside from this, the writer questions whether for the library with few attendants the advantages from the card indicator do not outweigh those from the use of the pocket.

The card has an advantage over the slip, inasmuch as the

library can obtain from it, according to the arrangement by book or borrower, a record of the book's use or the borrower's reading. It is customary, in date systems, to have the date of taking written or stamped somewhere in the book, either on the pocket or on a date slip tipped into the book, to avoid the necessity of leaving the fact to the memory of borrower or assistant.

Two-card system.—We come now to the *two-card systems,* in which the cards are those of the borrower and of the book, the latter kept usually in date order. We shall take up first the system which allows (or obliges) the borrower to carry his own card and present it when he wants a book. This provision answers at once question 21, the presumption being that if the borrower is not the person presenting the card he has delegated his authority to that person by giving him the card. A system without any card carried by the borrower either causes the library to run the risk of giving books to persons who have no right to draw them, or, as in the case of the Apprentices library in New York city, must require a written order when a book is wanted and no book is returned for exchange, and compare the signature of the order with that on the register. The library with a small clientele runs no great risk in requiring no card of identification, as every borrower would be apt to be known at the library, but the city library, with its large and ever-shifting body of readers, must have some method of identifying them and the card is certainly the simplest.

The borrower's card for identification and the same as a part of the charging system are different things. For either use, the card should contain the borrower's name, address, number, and the date of expiration of his privileges.

There is a risk in making the borrower's card an essential part of the charging system when it is carried by the borrower, on account of the liability to loss; but if the facts noted on it serve simply as a check or to corroborate the record kept at the library, the question becomes simply one of economy of time and labor. The two-card system most widely used is probably that in which the borrower's card records the call number and date, and the book card the borrower's number and date. On the return of a book, the dating slip in it and the date on the borrower's card should confirm each other, the latter can

be marked with date of return and handed back, while the book card can be easily found by means of the number in the book at any convenient moment, whether kept in strict call-number order or by date. When found, the date of return is noted on it, the card placed in the pocket or the card indicator, and the process is complete. It will be noted that very little of this has to be done in the borrower's presence. The question arises, of what use is the call number on the borrower's card, as it seems to be unnecessary in the checking off process. It gives, of course, a record of the borrower's reading, but as he carries it that is of no particular value to the librarian. It gives no clew to the book, if lost, as the card is generally kept in the pocket and lost with the book. Some libraries dispense with this record, therefore, and save the time of writing. By doing this, the amount of writing before a book goes out is reduced to the date on the borrower's card, and the borrower's number and date on the book card. This item can be omitted, however, only in case the library allows but one book on a card. The question may also be asked, what is the use of the date on the book card, if it is already on the borrower's card and in the book, and the book cards are kept in date arrangement? One reason for this is that the book card is a record kept by the library, and the time of keeping a book is often a matter of interest in the gathering of statistics and a guide to a reader's thoroughness; another, that if a book card should get out of its compartment by accident, there would be no way of finding its place again if it bore no date.

By this system question 1-9, 13-14, 17-21 are answered. Questions 10-12 may be answered by any system using the book card, provided the cards of books sent to the binder or discarded are kept in separate compartments in the charging tray, by order of their call numbers. It must be remembered, however, that the answers to questions 14, 17, 19, 20, and 21 are in the hands of the borrower and liable at any time to be lost. This system, with variations, is growing in favor among librarians, and has much to recommend it.

The modus operandi of the Milwaukee public library, the Apprentices' library of New York City, the library of the Boston Athenæum, and of the Buffalo library has been described in the Library Journal with some fullness and will be found

interesting and suggestive, but would occupy too much space if described here. Of the few card systems which are in use in English libraries, we may mention the system of the Bradford library, which is described in the Library, vol. 3: 390.

Dummy system.—The dummy system is an ingenious one for use in libraries with a limited constituency. Each borrower is represented by a wooden dummy, with his name and number on the outer edge. The sides are covered with paper ruled in columns. When a borrower wishes a book his dummy is taken from the alphabetic or numerical arrangement in which it is kept, the call number and date of issue noted on it, and it then takes the place of the book on the shelf. The return of the book gives the call number, the dummy is found and the charge canceled, the book returned to its place, and the dummy is ready for another charge and to take the place of another book. If there is a call for a book not in, the dummy shows who has it and when it is due. This answers questions 1-4, 9-9a, 15, when the borrower is using a book, and 14, 17, 18, 19, when he has no book.

Indicator System.—It is said that where the indicator is used for charging, as in many English libraries, the same method does not prevail in any two libraries; hence it is unnecessary to detail the various systems; they differ from American charging systems chiefly in making use of a perpendicular instead of a horizontal tray for the cards or blocks.

The indicator is a large wooden frame containing tiny oblong pigeonholes, into which are fitted blocks, pegs, or cardboard slips representing the books in the library, or certain classes of books. On both ends of the block is printed the call number of the book, one end having a blue ground, the other a red one. By making the red represent books in, and the blue books out, the public can tell at once if a given book can be had and need not ask useless questions. The saving of time and labor, therefore, is greater than with the card indicator, where the assistant has to look through the cards in order to say if a book is in, but both devices save unnecessary journeys to the shelves, and the card indicator occupies less space. The use of the block indicator is confined, so far, almost entirely to British libraries. Where the indicator is used for charging, the block is superseded by a tiny book in which the charges are made, the top and bottom of the book being colored like the blocks referred to.

A feature that exists in some of the indicator systems and in many card systems is the movable date tray. The date register of the indicator has, for instance, 11 columns for books not overdue and one extra column for overdue books, and the date tray has 14 compartments for the former and one for the latter. These trays move from right to left. As to-day's circulation becomes yesterday's, its tray is moved one space to the left, while the fourteenth tray shows that all cards left in it represent books one day overdue. These are removed to the tray for delinquents, leaving the empty tray to be used for the day's circulation.

For a brief historical treatment of charging systems and the statistics of their use by United States libraries in 1889, see admirable report by H. J. Carr, in A.L.A. proceedings for 1889, pages 203-214.

For bibliography of charging systems from 1876 to 1888, see appendix to above report, or *L. j.*, 1889, 14: 213-214.

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——— San Francisco Mechanics' Institute charging system.

——— San Francisco public library wheel for borrowers' cards.

(In her Western libraries visited by the A. L. A. party. (*Lib. j.*, 1891, 16: 334-336.)

New Hampshire. Board of library commissioners. Charging systems. *Lib. j.*, 1893, 18: 42. Also in their circular.

HOW THINGS ARE DONE IN ONE AMERICAN PUBLIC LIBRARY

The following is one of a series of articles contributed by Frederick M. Crunden of the St. Louis Public Library, to The Library (London) a quarterly review of bibliography and library lore. His idea is to make the library easily accessible to as many readers as possible.

A biographical sketch appears in Volume 1 of this series.

A mere aggregation of books, of course, does not constitute a library. And a collection classified and catalogued and shelved in an orderly manner still falls short of being a public library. To buildings and apparatus and professors must be added students, in order to create a university. So readers are an essential factor of the Peoples' University. An able corps of professors will soon attract students; and in any fairly enlightened community a good collection of books made accessible to the public will not lack readers. In what numbers they come will depend on various conditions, which it is unnecessary to specify. This much, however, may be safely said and repeated with emphasis—that even the numerical possibilities of the public library have not yet been realized. The statistics of registration and issue in cities with well-supported and well-administered libraries like those of Manchester and Birmingham, of Philadelphia, Boston, and Chicago, are read with surprise and admiration. Yet, according to the latest statistics at hand, Birmingham, with a population of 429,000,[1] has only 30,297 registered readers, or seven per cent. of the population. Out of 505,000 inhabitants of Manchester, less than 45,000 (about nine per cent.) have public library cards. Chicago records 75,000 cardholders out of a population of over a million, not quite seven per cent.;

[1] The population is from the census of 1890, while the registration statistics are from reports of 1898 and 1899. The actual percentages are therefore smaller than those given.

while Boston leads with fourteen per cent. of its inhabitants holding public library cards.

Registration

The first element of popularity is easy entrance—in both senses of the phrase—a central location with an attractive building and simple conditions of registration and access. If security for the return of borrowed books is made the primary consideration, the usefulness of the institution is at once curtailed. If a signature that can draw hundreds, or perhaps thousands, of pounds is not accepted as sufficient security for the loan of a book which the signer has helped to pay for, the substantial citizen is naturally indignant. And if the humbler applicant is compelled to obtain for his endorser some one known to be a property owner, the requirement may effectually bar him from the library; and, at any rate, it involves a considerable expenditure of time in looking up the financial standing of every guarantor. We, therefore, do not require any guaranty from an applicant known to be a property owner or a responsible business man. And as to the quality of sponsorship demanded for others—when at the outset I asked for instructions on the subject, I received them in the form of an anecdote told to the Board by the Vice-President, as exemplifying his idea of the proper requirement.

An old German, whom we will call Brodkorb, had for many years been a depositor in one of our leading banks. He did a small cash business, and had never had occasion to borrow from the bank. But wishing to take advantage of an opportunity for making an unusually large purchase, he applied for a loan of a few hundred pounds. 'Certainly,' said the president. 'Make out your note and you shall have the money.'

'Here iss de note already, Mr. Wilson.'

'But, Mr. Brodkorb, this note has only one name on it. Bank paper, you know, must always have two names.'

'O, so? Vell, I kit anudder name.'

Accordingly, the next morning Brodkorb again presents the note endorsed by one Kaltwasser.

'But who is Mr. Kaltwasser? I don't think I know him.'

'O, he's my bookkeeper, and he ain't wort a'—well, *cent* will do, though Brodkorb named something of even smaller value.

The Board of Directors, by a unanimous laugh, approved the suggestion; and from that time forth we have asked no further assurance of the responsibility of a guarantor than the appearance of his name in the city directory. And results have fully justified this liberal policy. Insistence on a property qualification for guarantors would have barred out thousands, especially children; while the loss of books drawn by cardholders has been insignificant, not to be compared with the loss to the community that would have resulted from depriving so many young people of the benefits of the library. In the first year of the free library, out of 331,000 books drawn by cardholders, only three were not returned. During the last library year, ending April 30th, 1899, the loss was 65 out of 698,000 books drawn for home reading, less than one in ten thousand.

The guaranty, like all our blanks, intended for filing, is a card of standard size, the 33r card of the Library Bureau. For all records subject to much handling, we find it economy to buy the highest grade cards; and in the case of catalogue cards convenience of manipulation seems to justify our choice of cards of maximum thickness. The guaranty card is in the following form. The blank line at the top is filled by the registration clerk with the name of the guarantor, and the cards are filed in drawers in alphabetical order.

_____

(Do not write here.)

Public Library

St. Louis, 19

I, the undersigned, hereby agree to be responsible for any loss of, or damage to, the books of the St. Louis Public (Free) Library issued to .....
and for any penalties incurred by h..... through violation of the rules of the library.

Signature (in ink) .....

Address .....

THIS CARD WILL NOT BE ACCEPTED IF SOILED OR FOLDED.

Made by Library Bureau, Chicago.

Upon the return of this card, properly signed, the applicant is requested to sign and give the information required by the following card:

This Application Must Be Filled Out in Ink, and Approved, Before Card Is Issued.

..... No.....

I, the undersigned, apply for a reader's card in the St. Louis Public (Free) Library.

CROSS OUT WHAT DOES NOT APPLY — I { am a resident of the city, / am a taxpayer in the city, / have permanent employment in the city,

and hereby agree to comply with all the rules and regulations of the Library, to make good any loss or injury sustained by it through issuing a card entitling me to draw books, and TO GIVE IMMEDIATE NOTICE OF CHANGE OF RESIDENCE.

Signature (in ink) .....
Residence .....
Occupation .....
Place of business .....

THIS CARD WILL NOT BE ACCEPTED IF SOILED OR FOLDED.

The two blank lines at the top are filled by the registration clerk, one with the name of the applicant, the other with his number, which consists of the initial letter of his name, with a number which indicates how many persons of that initial have thus far been registered. Application cards for adults are white; for minors (the line being drawn at seventeen) blue, with the item 'School' added, and the item 'Taxpayer' omitted.

From these forms it will be seen that anyone may obtain a reader's card if he is a resident or a taxpayer in the city, or if he has permanent employment therein.

The application card being duly signed, a reader's card is immediately made out and handed to the applicant. Applications are received through our delivery stations and from the public schools; and the reader's cards are sent through the same channels. The reader's card (of thick, high-grade stock, and, like all other cards, of standard size) has the corners rounded, in order that it may more easily slip into the book pocket and be less liable to become dog-eared. On its face at the top are the reader's registration number and the date of the card's expiration, which is three years from the date of its issue. Just below these are the following essential injunctions: *'This card must be presented whenever a book is drawn, returned, or renewed.'* 'IMMEDIATE NOTICE OF CHANGE OF RESIDENCE MUST BE GIVEN.'

At the bottom appears the direction: 'Ask Questions at the Information Desk or of the Assistant in Charge,' followed by the warning, 'Forfeited if Transferred.' The rest of the card is divided, by two heavy and three light vertical lines and ten light horizontal lines, into sixty spaces, or thirty pairs of spaces, for recording the issue and the return of thirty books. At present the reverse side of the card gives the library hours, directions how to renew books, etc.; but hereafter this side will contain only the ruled spaces for the loan record. The instructions now printed on the card are given elsewhere; and making both sides of the card available for the loan record will be a considerable saving of stationery.

Cards for readers under seventeen bear the same directions on the back, with the addition of the words, *'Minor. Only books suitable for young people will be issued on this card.'*

I may add in passing that supervision of young people's reading does not cease with the issue of adult cards.

Every adult may have a second card, on which any book but a novel may be drawn; and to teachers and clergymen is issued a third card entitling them to draw six books at a time for professional purposes. Until recently we had special application cards for each of these; but to simplify our records we now have the recipient of an extra card sign for it on the back of his regular application.

Extra cards are identified by an 'X' preceding the holder's regular card number. For example, when a person whose card number is B 2593 applies for an extra card, the registration clerk writes this number after the large X that is printed on the extra cards.

Teachers' cards are ruled for the issue record on both sides, and are identified by a 'T,' followed by the holder's regular number.

These four kinds of borrower's cards are readily distinguished by a marked difference of colour.

The guaranty cards are filed in drawers in alphabetical order, so that in a moment we can furnish an inquirer with a list of all persons for whom he has guaranteed. Application cards are filed in the same manner; and before a reader's card is issued, reference is made to this record to see if the applicant has already received a card, and also to see if there are

any charges against him. Whenever a card is held for an unpaid fine, it is filed with the application card and is given back to the reader only on payment of the fine. If a reader loses his card, he must pay fivepence and wait a week for another. The purpose of the rule is obvious. If some penalty were not attached to the loss of a card, if some charge were not made for its replacement, persons who had merely forgotten to bring their cards would represent them as lost and ask for new ones. Instead, therefore, of 200 we should probably have to replace 500 or more cards a month, with no return for the outlay of time and stationery. Thus the careless and conscienceless would be able to make others share the cost of their delinquencies. Under this wise rule all the expense caused by carelessness is borne by the careless, and our fund is increased by nearly £50 a year.

The double requirement of an advance payment of ten cents and a week's wait may seem unnecessarily severe; but it has been found that neither penalty is sufficient alone. Most men will not much mind the fivepence; but if they find they have also to wait a week, they bethink them that perhaps they can find the card, and they go home and do so. Women and children, on the other hand, are generally willing to wait the week; but when it comes to the fivepence, they conclude it will be cheaper to make further search for the card. But the saving of stationery and time is not the only consideration. If duplicate cards were freely issued, their number would be so great as to cause serious complications in our accounts with borrowers. In spite of the double check provided by the rule, the number of duplicate cards issued is a source of considerable trouble.

This rule exemplifies a sound general principle. Rules should be so framed and so applied as to make careless people pay the cost of their carelessness; and correlatively there should be a constant effort to avoid making the innocent suffer for, or with, the guilty.

For convenience in recording loans, each reader is known by the initial letter of his name, followed by a number which indicates how many persons of that initial have registered up to date. For example, A 1923 is the card number of the 1,923rd person registered in the present series whose name begins with

A. The total registration in force at any time may be found by adding the number on the last card issued under each letter of the alphabet. To ascertain who A 1,923 is, it is necessary to have an alphabetico-numerical index. Registration, therefore, involves the filling of four cards: guaranty card, application card, borrower's index card, and reader's card. The first three, being filed, enable us to ascertain immediately: first, a reader's number if his name is given; second, his name if his number is given; third, the names of persons for whom any given individual has guaranteed.

For use of books within the library there is no requirement beyond reasonably cleanly appearance and decent deportment and the signing of the following blank. Upon return of the books, the lower portion of the slip is torn off and handed to the borrower, while the remainder is kept for statistics of issue.

ST. LOUIS PUBLIC LIBRARY

FOR READING ROOM USE ONLY.

The borrower of the following works is required to return them to the desk BEFORE LEAVING THE BUILDING, AND CLAIM THE RECEIPT BELOW. Otherwise he will be held responsible for any loss or damage that may occur.

AUTHOR	TITLE	CLASS NUMBER

I desire one / all of the above FOR READING ROOM USE ONLY, and promise to return the same in good order before leaving the building.

Name .....

Residence .....

Date .....

In the general reference room, containing some 13,000 volumes, free access is given to all proper persons, who are merely requested to sign, before leaving, a blank indicating how many volumes they have consulted. In the room adjoining and con-

necting with this, the fine art and costly illustrated books are kept in locked cases. There is, of course, an attendant in each room to obtain books called for and render other assistance.

Charging System

'Not as we would but as we must' is a hard rule that applies to institutions as to individuals. It is only stern necessity that keeps this library in crowded quarters on the top floors of a commercial building; it is not from choice that we have delivery stations instead of branches; and in other particulars we are not doing the best we know, but the best we can under the circumstances. But this institution has been fortunate in being free from the fetters of tradition, which in all human affairs is the greatest clog to progress. The Public School Library, of which this is the lineal successor, was founded and organized by men of strong and original minds, who studied the problems presented unhampered by prejudice and preconception. Prominent among these was Dr. Wm. T. Harris, to whom I have already referred as the devisor of our scheme of classification, which Melvil Dewey took as the basis of his decimal system. During the twenty-five years following the establishment of the Public School Library, a wonderful development in library economy took place. Many experiments were tried, some original, some in imitation: many changes were made in methods; but so long as the institution remained a subscription library, with the bulk of its readers life-members who had grown accustomed to the old ways, any radical change affecting the cardholders would have been impolitic and therefore impracticable. With the new birth of the institution as a free library, it became feasible to cast off any old garments that seemed too scant for its larger dimensions, or likely to impede its growth, and to adopt whatever methods experience, our own and that of other libraries, had shown to be the best.

In particular, our system of recording loans was wholly inadequate to the demands of a circulation which we felt sure would be trebled the first year. For years I had wished to change, but knew it would be futile to try to induce our life-members and annual subscribers to accept a plan which would require them always to present a card when drawing or returning a book. When, however, these four thousand were to be-

come less than a tenth of the total of cardholders, their preferences were not paramount; and the necessity of a system that would secure greater speed and accuracy set aside all other considerations. After a fresh review of all the charging systems in vogue, we adopted one which, in its essential features, I had long had in mind. It has come to be known as the Newark system, though it was in use before Newark had a public library. Together with one or two minor adaptations, we made one important change. That was recording the loan by the date when the book is *due* instead of when it was drawn. This feature can be applied to any charging system; and common sense urges its universal adoption. The reader wants to know, not when he *drew* the book, but when he should *return* it. It is all the more desirable that he should be informed of this date rather than that of the loan, because some books may be kept a week and some two weeks. Having a memorandum of the date when the book is due, he is not troubled to make any calculation. He is plainly notified that he must return the book on the date specified. The library, too, is concerned only with the date when the book is due; and in the case of fines the necessity of a double calculation is avoided. When the system used supplies to the borrower no memorandum of the date, the convenience of the library is still a sufficient reason for the use of the due date.

Our system of issuing books and recording loans is as follows:

With his card the newly registered reader receives from the registration clerk general directions how to use it in drawing books. But as he turns from the registration counter he faces, and is within a few feet of, the 'Information Desk,' in the open space of the delivery room, to which he is referred for fuller instructions. A child applying here is directed, or taken, to the 'Young Folks' Room' just opposite and about twenty-five feet away. The wishes of an adult, or adolescent, are ascertained, and he is instructed, and assisted, accordingly. He may want to know if the Library has Hudson's 'Law of Psychic Phenomena,' or Bryce's 'Impressions of South Africa,' or Dickens' 'David Copperfield.' He is told that we have the book named, and given a call-slip and shown how to fill it, receiving the suggestion to put down other titles, so that he may get a second

choice in case the book most wanted is not in. Or he—generally she—may ask if we have Mrs. Holmes' 'Works.' In response to this inquiry a drawer from the 'Index to Authors' is taken out, and the applicant is referred to the most soiled cards [1] in the catalogue as furnishing a complete list of the desired 'works.' A woman wants to know what we have on French history. She is taken to the 'Classified Catalogue' and shown the drawer marked '94c, French history.' She is also reminded that some of the most interesting books relating to French history are to be found in personal memoirs, in the class Biography, 97b. A student or workman wants to know what books on electricity are in the library. He also is conducted to the classified catalogue; and Classes 43 and 43a are pointed out to him. Again, the reader may want merely a 'nice book.' He—again generally she—is directed, or accompanied, to the open-shelf room, where may be found new novels in one place, other new books (the latest accessions) arranged in classes, in another, and in other sections several hundred old novels of grades from fair to first-class, a compartment of 'Best novels,' shelves containing foreign fiction (German, French, Spanish, Italian and Polish), a selection of the best books in all classes, and lastly, filling four sections, the 'Collection of Duplicates.' Then there are the student, the club-woman preparing a paper, the seeker for information on some particular point. Many of these are directed to the reference room upstairs; but a majority want books they can take home. Reference to the catalogue is not sufficient: personal help must be given. When the information clerk cannot readily refer to the books wanted and is too busy to make research, she calls on the Assistant Librarian, who, during most of the day, is available for this work.

But setting aside children and persons whose wants take them to the reference department, all others may be divided into two general classes: readers who choose books from the open shelves, and those who make selections from the catalogue or from among books they have heard of. The former, an increasing number, make their exit from the open-shelf room through a turnstile, before reaching which they pass immediately in front

[1] Judged by the dirt on the cards, Dumas rivals Holmes in popularity. The cards in the class Electricity would be in worse condition than either, if they had not been recently re-written.

of an issue clerk, who sees that all books in their possession are properly charged. The latter, perhaps 75 per cent. of the whole number, find at hand (on stands in front of the catalogue cases and on desks which contain various printed catalogues) blocks of call-slips. The use of these is not compulsory: lists prepared at home on pieces of paper of all sorts and sizes are accepted. The call-slip is 7 inches long and 4⅝ inches wide, with matter and form as follows:

PUBLIC LIBRARY

FOR HOME USE ONLY

Members will find it to their advantage to use this CALL SLIP in drawing books for home use.

Selections can be made from the Card Catalogue. Directions for using it will be found attached to the cabinet. For further information apply at the INFORMATION DESK or to the ASSISTANT IN CHARGE.

Time will be saved by giving as many titles as possible, together with the author and class of each book.

Reader's Card must always be presented when drawing, returning or renewing a book.

Author.	Title.	Class.

Must be filled out. Name .....
Number of Card .....

While the blank requests the applicant to set down author, title, and class, the last is not required in 95 per cent. of the books called for; and in the case of well-known novels, which constitute a large part of the circulation, only the title is necessary. We have no shelf-numbers; so that in 95 per cent. of the

calls, readers are not put to the trouble of consulting the catalogue. The information clerk, when appealed to for the class mark of books wanted, can in a very large majority of cases supply the desired information off-hand. It is, however, our aim to teach readers how to use the catalogue, and in every way to make themselves self-helpful.

With card and call-slip in hand, the newly-registered reader is directed to the receiving clerk, who is stationed at the extreme left of the counter that extends across the width of the delivery room, some thirty-five feet. A double rail compels an orderly entrance and exit from the receiving window. Close to the left (*i.e.,* the approaching borrower's left) of the rail and just inside the stack sits the Assistant Librarian, the low counter at *his* left being supplied with 'Poole's Index' and other general reference works. About the middle of the long counter is an issue clerk, and at the other end, by the exit from the open-shelf room, is another issue clerk. In dull times one clerk combines the duties of both by taking a station just outside the turnstile exit from the open-shelf space.

Card and call-slip (and book, if there is one to be returned) are handed in at the receiving window. The clerk lays card and call-slip in a wire tray on a stand at his right, whence a messenger takes them. The latter, having procured the book called for, places it, with card and call-slip in it, on a stand on the right of the issue clerk. Meanwhile the applicant has seated himself on one of several benches in front of the counter.

On the front lid of the book a pocket is pasted. On this are written, as previously explained, class, catchword, and accession number. It also notifies the reader that his card must be presented in drawing, renewing, or returning a book, and that the last borrower is held responsible for the condition of the book. On the flyleaf opposite is attached a date slip. There are four kinds of these slips, corresponding to the four classes of books: regular two-week books, renewable for the same period, new books that may be kept two weeks but cannot be renewed, 'seven-day books,' and 'C. D.' books. The slips for 'regulars,' for 'seven-day books,' and for 'C. D.'s' are of manila paper, 'regulars' printed in black ink, 'seven-day' in red, and 'C. D.' in blue. The fourth slip is headed in large type, 'New Book—Not Renewable,' and is of white paper with black ink. The slips

vary slightly in size, averaging about 5 by 4¼ inches. One, that for 'regulars,' must suffice as a sample.

This Book may be kept out **14 DAYS** and can be renewed but once.

IF ISSUED AS AN EXTRA
IT MAY BE KEPT OUT ONE WEEK AND CAN BE RENEWED THREE TIMES.

Fine for over-detention two cents a day.
Alterations of the records below are strictly prohibited.

DUE.	DUE.	DUE.	DUE.	DUE.

To accommodate an occasional special want of a reader or student, additional books are issued from the regular collection on the same terms as from the 'Collection of Duplicates.' This explains the provision on the slip for the issue of a regular volume as an 'extra.'

'Seven-day books' and 'New books—not renewable' have additional labels in large type pasted on the outside of the front cover, calling attention to their special character.

In every pocket there is a card (standard size) bearing at the top the accession number, author, title, and class of the volume, the rest of the card being ruled spaces, in pairs, for writing the reader's number and stamping the date when the book is to be returned. The clerk writes on the book-card the registry number of the borrower (found on his card), and then stamps the 'due date' in three places: on the book-card, the date-slip, and the borrower's card.

The clerk places the book-card, according to class, in the proper compartment of a little pigeon-hole case; then he inserts the reader's card in the book pocket, and, as he does so, calls the owner's name. It is all done in much less time than it takes to read about it. How quickly is indicated by the fact that one issue clerk and three runners can issue 300 books an hour, while one receiving clerk can credit the return of many more than that number.

Why stamp the date in three places? On the book-card the purpose is obvious: it shows when the volume represented by that card is due. On the reader's card it is a debit, and shows when the debt is payable *without interest*. The object of the third stamp is not so apparent. Its omission would not, of course, impair the accuracy and completeness of the record. But if the book contained no memorandum of the date it is due, then the reader's card would offer the only clue to the whereabouts of the book-card, and the borrower would have to wait for the book-card to be found before he could be credited with the return of the book. By means of the date-slip the book-card can be found at any time, and the cardholder is detained only the second (literally) required to stamp his card with the date the book is returned—*i.e.*, if he returns it on or before the day it is due. If a fine is to be collected, a few additional seconds are consumed in recording the receipt on the autographic cash register.

I have followed what seemed to be the closest and most natural sequence in describing this process, which, in the explanation, may seem elaborate, but which, in execution, is simple and quick. Perhaps I should have mentioned sooner that the book-cards are placed upright in a tray, each day's issue being separated from others by a dated guide, and arranged by classes in this manner: 1st, all books from classes 1 to 69a inclusive,

known as the 'befores' (*i.e.,* those coming before fiction, 69b); then regular two-week novels; then 'seven-day' and 'C.D.' books; then juveniles; then the 'afters,' *i.e.,* the remaining classes. In each class the cards are arranged first by author and then by accession number, the latter being the final mark of individual identification. This divides each day's issue into five groups, the largest, of course, being fiction.

As a book is handed to him the receiving clerk merely stamps the date on the reader's card, thus crediting its return. If the card is accompanied by an order for another book, he, as already explained, places card and call-slip in a wire tray at his right hand. If not, he slides the card towards its presenter with his left hand, while with his right he lays the book on a stand on a level with and at right angles to his counter. On the other side of this stand is the checking clerk, who, with left hand, takes one of the returned books, notes the date on the label (which tells him in what compartment of the tray the book-card is), and the class mark (which locates the subdivision), and in less time than it takes me to explain he has found the card, replaced it in the pocket, and laid the book on a truck at his right hand, which, when full, is wheeled off to the sorting tables some fifteen feet away.

Having explained the process in detail, let me briefly recapitulate. Every circulating volume has a pocket pasted on the inside of the front cover. On the flyleaf opposite is pasted a date-slip. Every volume is represented by a book-card, which is kept in the pocket as long as the volume remains on the shelves. Whenever the book is out of the library, whether in the possession of a cardholder or at the bindery, the card, properly filed, shows where it is and when its return may be expected. Every borrower must present a card in drawing or returning a book. The book is charged to him by writing his number on the book-card and stamping the date when the book is due. This date is also stamped on his card and on the date-slip. When the book is returned there is nothing to be done, so far as the borrower is concerned, but to stamp the date of return on his card. Afterwards—it may be a minute or an hour later—the book-card is found through the clue of the date-slip and replaced in the pocket; and the transaction is complete.

The two great desiderata, the absolute essentials of a charg-

ing system for an active circulating library, are accuracy and speed. Of the rapidity with which books can be issued and received, I have already spoken. The accuracy of the method is, I think, apparent. The book-card shows who has the volume and when it is due. The borrower's card informs him that he has a book and tells him when to return it. There is little chance for the frequent controversy of former years over the claims of cardholders that they had no books in their possession. Every return of a book is credited on the borrower's card. The card is the arbiter of all disputes; and since we have had this respected referee there have been but few contested cases.

There is, I think, no requirement of any importance that is not met by this system.

1. A simple count at the close of the day tells how many books in each class were issued.

2. A count of cards in the tray will show at any time how many and what books are in the hands of borrowers.

3. If there is any special reason for knowing who has a certain book, this fact can be ascertained; also, when it will probably be returned.

4. Cards for books overdue exhibit themselves automatically.

5. The book-card shows how many times the volume it represents has been drawn; and by saving these cards we can prepare for the annual report a table exhibiting the issue of the more popular books—or any books chosen.

Among items of information sometimes held to be desirable is a knowledge of what books have been drawn by a given individual. This I regard as of no consequence whatever. Except upon the inquiry of parents or teachers regarding the reading of their children, it is an impertinent inquisition; and the desire for it, from any source, on any grounds, is so rare as not to be worth considering. For about two years during the subscription *régime,* I tried a system that readily furnished this information. I can recall but one instance in which it was ever wanted (in the case of a certain class of readers to whom free tickets had been given); and then it could have been furnished with sufficient accuracy without the record.

Circulation Statistics

I have explained how, by placing each book-card in its proper pigeon-hole, the issue is classified as the books are given out, so that at any moment a count of cards would show how many books in each class had been issued during the day up to that time. This count is made as soon as work at the issue desk grows slack in the evening, and is completed directly after the close of the circulation department, at nine o'clock, an hour before the general closing of the library.

Statistics for each day's circulation come from four different sources: the 'main desk,' the juvenile department, the delivery station department, and renewals. The 'main issue' comprises three items that are kept separate: books issued on call slips, regulars chosen from the open shelves, and 'C. D.'s' In busy times, as already explained, the last two classes are charged by the clerk at the exit from the open-shelf room, while another clerk charges books drawn on call-slips. Ordinarily one clerk charges all.

The count having been made the previous evening, every morning a blank is sent to each of the clerks who keep the several records. This blank, six inches square, is headed 'Issue Report,' with line for 'Date.' By vertical lines it is divided into six main columns: 'Main issue,' 'Juvenile,' 'Del. station,' 'Renewals,' 'Reading-room,' 'Total.' The broad division for 'Main issue' is subdivided into narrow columns for 'Regular,' 'C. D.,' and 'Open Shelf.' Horizontal lines mark the thirteen main classes into which the collection is divided, and the subclass of 'Seven-day fiction.' Thus, without any trouble, we know every morning just how many volumes were issued the previous day over the main counter; how many of these were drawn on call-slips, and how many chosen from the open-shelf room; how many volumes were issued in the juvenile department, and how many through the delivery stations, and in each case how many volumes were fiction, how many history, etc., etc. This daily record is posted into a ledger[1] which has weekly and

[1] We shall shortly, as soon as the present blank book is filled, abandon the ledger and keep the statistics on sheets ruled like the pages of the ledger, and in all respects the same, each sheet containing the record for a month. The only difference will be that these sheets, instead of being bound into a folio volume, will be filed in a temporary binder and kept until the annual report is printed. When the record they contain appears in print there will be no reason for their future preservation. This change, which we made two years ago in our reading-room record, conduces to both convenience and economy. Sheets are easier to handle, and we are saved the unnecessary expense of binding.

monthly footings, enabling us to make comparisons week with week or month with month, and to ascertain in a few minutes the issue in each department or the total issue up to the present day.

One of the columns of the 'Issue Report' blank requires explanation. Under the heading 'Reading-room' are recorded the books from the circulation department that are issued for use in the reading-room. Some of these are for purposes of study, others are for the passing of a leisure hour. They are of course, all included among 'books used in the library,' but are distinct from the books used in the reference room. The call-slips on which they are issued are kept by the receiving clerk, who, as a volume is returned, hands to the borrower the lower portion of the slip (containing the reader's name) as a receipt, retaining the other part with title of the book for statistical purposes. There is also a daily issue report from the reference department, which shows the number of volumes used in each of the thirteen main classes.

Renewals

Books may be renewed in three ways: first, by handing in (at the receiving window) book and borrower's card; second, by handing in card, together with a memorandum of the borrower's number, of author and title of the book, and the date when due (blanks are provided for this purpose); third, by sending card and the same items by mail, together with a stamped and addressed envelope for the return of the cards. In the first case, the receiving clerk stamps the borrower's card 'Renewed'; the book-card is taken from the tray; both cards are placed in the book; and the book is given to the issue clerk, by whom it is treated exactly like a new issue. In the second case, 'Renewed' is stamped on the card, and the card is sent to the issue clerk, who simply stamps the new date on it and hands it to the owner. This ends the transaction so far as he is concerned. Then, at a convenient time, the book record is changed from the memorandum. The third procedure is, of course, exactly the same as in the second, except that the borrower's card is returned by mail. If a stamped envelope is not

inclosed, or if a fine is due, the book is renewed; but the borrower's card is sent to the registration department, where it is held till called for. Renewal may be effected by either method through the delivery stations. All memoranda connected with renewals are kept for two months for reference in case of controversy.

Our Latest Change in Method

Before leaving the subject of recording loans I must mention a minor change in our method of charging 'C. D.' books which we have made since I explained the plan in my first paper. I venture, subject to editorial censorship, to give this little note the emphasis of a sub-caption; because the change, small as it is, illustrates an important principle.

We are apt to follow beaten paths, however winding they may be, and to do things merely because our fathers, or immediate predecessors, did. Men still carry a stone in one end of the sack to balance the meal in the other; and many a sentry may be found pacing a profitless and senseless round where once a gillyflower grew.

In the account of our 'Collection of Duplicates' I explained that we sold special cards on which books could be drawn from this collection. With the charging used under the subscription *régime,* these cards were necessary; they were incorporated with the new system simply because they had always been used, and because—well, because we didn't think. One of our assistants who took an occasional turn at the issue desk and approached this work with unprejudiced perceptions, raised in his own mind the question why the regular borrower's card couldn't be used for charging loans from the 'Collection of Duplicates.' He propounded the question to the regular issue clerks and then to the Assistant Librarian, who presented it to me. It struck us all as a happy thought; there seemed at first to be no objection to it. Gradually, difficulties began to appear, the chief of which was the aversion of the public to any innovation. Our 'Second Officer,' a man of methodical mind and judicial temper, tabulated the *pros* and *cons.* We all slept on it two or three nights. Then a conference was called of those directly concerned—*i.e.,* the issue clerks and those having constant personal contact with the public. Out of the eight present six favoured

the change, and the other two were not opposed to it. So notice was at once given; and a few weeks later, on April 1st, the new plan was put into operation. A few people, of course, do not like the change; but to an overwhelming majority it is bound to prove acceptable because it saves them some time and trouble. In the other two recent changes that I have referred to, the question was more simple, as they did not directly affect the public. Such changes we are constantly making.

In library methods, as in mundane affairs generally, it is safe to accept as a dictum of extensive application that *'Whatever is is wrong,' i.e.,* it is safe to assume that we have not yet attained to the *best.* It behoves us, none the less, by wide comparison and constant exercise of judgment, to select the best that has thus far been discovered or developed, which is the surest stepping-stone towards something still better. In lines that do not directly affect the public, we may freely experiment; but the public does not like to be a party to experiments, and before we attempt innovations at the point of contact with our readers we must be reasonably sure that the change will perceptibly inure to their benefit.

THE HOME USE OF BOOKS

Although the proper care of books is an exceedingly important duty of the librarian, it is possible to pay so much attention to this as to seriously impede their use. In the middle ages the duties of a librarian were simple, as books were usually heirlooms or gifts—exceedingly costly and used by few. There are libraries in the old world where one may still see how, in the days when the printing press had not yet put an end to the painful labors of the scriptorium, the utility of books was sacrificed to their security. In Florence, the Laurentian Library displays hundreds of chained volumes.

Today the library is for use, not simply for preservation—it is made thoroughly accessible and administered with a view to general utility. The public appreciates the library as its own instrument, a bank where intellectual currency is lent, borrowed, saved and cared for.

The lending of books for home use is now one of the public library's most important functions. In most libraries the number of books available for lending is a large proportion of the whole; and in many there is theoretically no obstacle to the lending of any part of the stock, though it may be necessary to retain a considerable number for reference purposes. The allowed number withdrawn at once has steadily increased until now in most libraries there is little restriction in this regard. The old idea that reference use is always serious and home use is relatively trivial, is fast disappearing. The open shelf system, which makes the shelves free to the user, is now universal in branch libraries and is gaining ground in the large main libraries of cities. This in itself has been an important intensive agency in the issue of books for home use.

FREE LIBRARIES AND READERS

At the time this paper was written, in 1876, the modern institution of free libraries was barely twenty-five years old. The career of a free library ran naturally on by stages, and was at the best self-developing, or but partially aided from the outside. Then, as now, that library was well selected which was best able to answer reasonable expectations—and these differed according to circumstances.

The following paper by Dr. Justin Winsor was published in Volume I of *The Library Journal.* At this time Dr. Winsor was superintendent of the Boston Public Library.

Dr. Justin Winsor was born in Boston, Massachusetts, January 2, 1831. He entered the Harvard Class of 1853, and after graduation continued his studies in Paris and the University of Heidelberg. In 1868 he was appointed superintendent of the Boston Public Library, and he remained there until 1877. From 1877 until his death in 1897, he was librarian of Harvard University.

During the formative period of library development his executive ability was a great factor in shaping the policy of the American Library Association. He was president of the Association from its beginning in 1876 until 1885. In 1877 he represented it at the International Conference of Librarians in London. In 1897 he was again elected president and also as the representative of the American Library Association at the Second International Conference in London, but illness prevented his attendance.

He was most widely known as an historian and

scholar, having made voluminous contributions to historical literature. He died October 22, 1897.

The modern institution of free libraries is barely five-and-twenty years old.

In England and Massachusetts (which took the lead in America) they date back to acts of Parliament and legislature of nearly even dates.

The career of a free library runs naturally on by stages, and is at the best self-developing, or but partially aided from the outside. The old adage that "work begun is half done" is, perhaps, true in some sense. There are struggles in a community over the appropriation, or to secure the raising, of funds, but it is merely initial work. The future of a library depends on what is done next. In the formation of a collection of books there will be much scattered and aimless action, unless the problem of correspondence between the library and its constituency is studied, solved, and the corollary obeyed. In a committee this will come in conflict with individual positivism, having a love of domination irrespective of consequences. A little bookishness in a committee-man may be as dangerous as a sip from the poet's Pierian spring, particularly if there is no deeper learning in any of his associates. He knows just enough of books not to know he knows nothing of libraries. He does not comprehend that a large part of his duty is to reach down to those who are reaching up, and he is deluded with the fancy that crowds will cling to his coat-tails as he struggles to mount higher. The result shows him that his caudal artifice stands no rivalship with his neighbors' friendly grasp over the verge. It is fellowship, shoulder-to-shoulder ignorance, a beckoning hand, a child among children, ploughmen and ploughman, a signpost for the way—that constitutes your committeeman above others. If he can be all these, and is entrusted with the selection of books for the shelves, he may have as much book-learning as he pleases, and it will not hurt him. It is only when bookishness becomes exclusiveness and prevents sympathy, that it injures. The books that are provided become the librarian's tools to accomplish his work, and as the work of moulding readers is multiform, his tools must be as various—some coarse, some fine. Either quality alone is insufficient, or rather positively bad.

There is a good deal of misconception as to what constitutes a well-selected library. It is a problem of fitness, adaptation to the end desired, and there can be no such thing as a model collection so long as communities differ and individuality survives. That library alone is well selected which is best able to answer reasonable expectations, and these differ according to circumstances. And yet your committee-man knows all the books "no gentleman's library should be without," as the advertisers say, and if they do not suit, they ought to, and that is enough. Just there is the difficulty. It is the difference between tact and perversity. It is the very exceptional man who by force of mere will can succeed. Most successful men are full of tact—it is the fitting time they seek, the fitting influences they ply, the fitting goals they aim at. They never drag, they push. If they would inure, they give graduated exposures. If they would carry up a height, they cut their footholds as they go. This is all worldly experience, and this makes successful libraries, as it makes successful manufactories. A community of three thousand souls is a complex one, no matter how rural. If they are true to their American blood, they can not be driven either in their reading or in their politics. Wrong will turn them, and promises will coax them.

The fact is, a library must reach the summit of its usefulness naturally, as most agencies do. It fails as a hot-bed. Transplantings from it wither, unless they can stand the new soil that receives them. There must be growth before there can be grafting. You must have the sturdy root before you can train the branches. In other words, you must foster the instinct for reading, and then apply the agencies for directing it. You can allure, you can imperceptibly guide, but you make poor headway if you try to compel. Beware of homilies: they run into cant, and cant is always cheap, and often bogus. Do not try what is called "discreet counsel," unless you have to deal with a mind naturally receptive; but let the attention be guided, as unwittingly as possible, from the poor to the indifferent, from this to the good, and so on to the best, and let it not be forgotten that there are as many kinds of best as there are people, and what is *best* for one is but fair, or indifferent, or poor for another.

The mistake in forming a collection of books according to

some conventional notion of what a library should be, is a common one; it is a mistake that has disheartened many a librarian, who finds his borrowers drop off as the first interest declines. There is no excuse for letting this first interest decline; and the library will, if it has a chance, right itself in spite of all such unfavorable conditions. If it can not, it languishes and dies. Fortunately few do die of this untimely paralysis. They assert gradually their natural development, and in the long run succeed. The conditions of success in libraries are much the same as in all practical affairs. A factory does not insist on putting unsalable goods upon the market. It alters its machinery to suit the new conditions, and the new stuff makes equally good coats and petticoats with the old, and, what is more important, there is a demand for it. The fabric may be worse, but *then* you may be sure the preference for it will not last long. The style may be less tasteful, but then the wearer must encompass the difficulties by his individual skill in making up.

There is a fashion in books that can not be ignored. I am by no means an advocate of a slavish subjection to it; but I know you have got to pay some deference to it, or the spirit of fashion will flout at you, and you will become utterly helpless. Your life as a guardian of a library is one of constant wariness and struggle. In fashion, in low tastes, in unformed minds, you have an enemy who must be made to surrender. You must not despise him; if you do, you will give him an advantage that will result in your surrender to him.

In one important particular the librarian wields a power far superior to that of the schoolmaster. The one great defect of our American educational system is that of assorting humanity into lengths that do not correspond—into classes in which all kinds are mixed up together, with little chance for mutual assimilation, and with individuality repressed and obliterated. Our schools will never reach their full fruition until the undeniable advantage of personal contact among pupils is presented together with the development of individual training, securing the natural bent in study and character. The problem is difficult of solution with inherited notions such as ours; but the great educational director will yet arise, who, by force of fitness for command, will accomplish it.

Here the library has the advantage. It appeals to and nurtures every idiosyncrasy. Like the soil, it imparts this quality to that grain, and others to the different fruits. The law of nature rules, and each crop draws what it needs and leaves the rest.

It follows, then, that with a public of many instincts and yearnings, your books must be as various and many-sided, if you would have them do their work. Nor only that. There must be every degree in the variety and a due preponderance of the low degrees. In fact, a popular library begins as a school does, with pastime pursuits of the kindergarten sort.

In a *literary* sense—mark my adjective, for I shun disrespect—in a *literary* sense the average town community has very little elevation through culture, and it is governed in these matters by impulses or badly-reasoned syllogisms. A story,—and artistically a poor story it may be,—a wordy style, a flabby tissue of thoughts, are the qualities that often commend themselves to even shrewd people—people whose natural business-talk is terse, whose companionable interchange of thought at the village post-office is by no means devoid of sense, and whom a plausible rogue will not delude. But it seems natural for most people to think the ideal excellence is extraneous to every-day life, and, by a simple law, what is extraneous they consider excellent. You will accordingly find very poor novels—artistically considered—the staple holiday reading of many really sinewy-minded people, whose fortune has not placed them among people of culture. This condition, however, is a stage, not a goal, and the librarian must never forget that the object of a goal is that it should be reached.

Accordingly a library, to be "well selected," as the phrase goes, must have all the variety needed by all the variety of people who frequent it. It must aim to amuse as well as to instruct. It must be remembered that a large proportion of the readers of a general community need books for recreation as much as for edification. It is not reasonable—it is not wise—to expect that the weary artisan will, in most cases, give his winter evenings to study. He yearns for the life and manners which he is not used to, and is not critical according to a standard that has your respect. The lawyer, even after a week with his causes and his reports, finds recreation for mind and

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body in the last new novel of George Eliot. Some of the most persistent novel-readers I know are learned judges and doctors of divinity. The hostler of the tavern stable sits between his labors in the breezy avenue of the open doors, and though he may look upon the inland mountain without, he pictures rather the Spanish Main in the sea-stories of Marryat. It is as legitimate a function of the public library to afford this gratification as it is for the schools to begin the education of life by providing blocks to build houses with, or clay to mould rabbits out of. "The child is father to the man" in this as in many other things. Grown-up people can not all be antiquaries, or mathematicians, or Darwinians, or financiers.

I have said there are three stages in the progress of a free public library. The first one is the gathering of the books,—and this is often a committee's work, and not always wisely done, as the librarian will discover.

The second is in securing the reading of the books, and this can only be done by providing the books in due proportions that are wanted—the exclusion of vicious books being assured.

The third follows in inducing an improvement in the kind of reading; and in these latter days this is a prime test of the librarian's quality. It is not a crusade that he is to lead. People who read for recreation are not to be borne apart from it; but they can be induced to pass from weak to strong even in this department—from the inane to those of historical bearing; from the mishaps of the dejected swain to the trial of Effie Deans; from the lover's straits to the exploits of Amyas Leigh.

If the web of the weird romancer has meshed a curious reader, take him at the time, and show him the pleasure of disentangling it in the light of history and biography. A young man's asking me one day in which of Scott's novels he could find Cromwell figuring, led me to the classification of historical novels, by epochs and episodes, as the cataloguer would arrange the titles of his history list, and with manifest advantage, as stepping-stones from fiction to history, travel, and biography.

Let me warn you, however, that though the way is clear, the work is one of patience, equalling that of an admirable Waltonian by the brook-side. The most confirmed novel-reader will present himself some time with the spell weakened, and

half longing for your guidance. With those having the instinct for knowledge you may be more readily successful. But for your own sake, dull acquiescence is not so fascinating as the conquest of the gamey scoffer at your mission.

But, I pray you, do not be discouraged with the seeming small results. It will be long before your statistics will show much, and then not constantly. Every propulsion into the higher planes leaves a vacuum which the new generations of readers rush in to fill, and so keep the percentage tolerably constant. But the work well begun may be trusted for its own development.

In conclusion let me say that the day is passed when librarianships should be filled with teachers who have failed in discipline, or with clergymen whose only merit is that bronchitis was a demerit in their original calling. The place wants pluck, energy, and a will to find and make a way. We are but just beginning to see the possibilities of the free library system; and the progress of the last score years must be taken as an earnest for the future. Hand in hand with the home and the college, the free library with its more ductile agencies, with its more adaptable qualities, must go on to assert the dominion that belongs to it, if librarians are faithful to their trust and recompense the people as they ought.

SOME OTHER BOOK

One of the problems of the librarian is to supply the various demands and needs of readers from a stock which fluctuates and changes as does that of the book-seller. The book just issued is as unavailable to supply the next inquiry as the copy just sold from the book-seller's shelf. The books asked for being "out," his mental query is "what else have I which will supply the demand?" Mr. William Howard Brett, librarian of the Cleveland Public Library, discusses different phases of this subject in the following paper.

A sketch of Mr. Brett appears in Volume 1 of this series.

It was, I believe, a Boston man, one of Mr. Howells' Boston men, who reported a conversation between two clothing merchants on the deck of a Hudson River boat somewhat as follows—I abridge. Speaking of business methods, one says: "You know, Mr. Rosenthal, it's easy enough to make a man buy the coat you want him to if he wants a coat, but the thing is to make him buy the coat you want to sell him when he don't want any coat at all. That's business."

In a book-store, he who merely hands you out the book you ask for, ties it up, and takes the price, less the customary discount, shows no particular ability, but he who, if the book you ask for is not in, shows you something else in the same line, but better, or, if the book is in, something else of interest in the same connection, or suggests something which you hadn't thought of but need, that man is a salesman.

History repeats itself. The old Roman *libraria* was the book-seller's shop. The modern circulating library is much nearer the book-store in its methods of work than its mediæval predecessor, or its contemporary, the Reference Library.

One of the problems of its librarian is to supply the various demands and needs of its readers from a stock which fluctuates

and changes as does that of the bookseller. The book just issued is as unavailable to supply the next inquiry as the copy just sold from the bookseller's shelf. The book asked for being out, his mental query is, "What else have I which will supply the need?" A history of England or a text-book in geology asked for, and not on the shelves, it would naturally occur to the least experienced assistant to suggest another; but even in so simple a case it would need some knowledge of the books upon the subject to suggest a suitable substitute. In the case of paraphrastic titles the alternate might not so readily suggest itself. Butler's "Land of the Vedas" would suggest other books on India, but it might be necessary to inquire whether a description of the country or its history or something about Christian missions to India was wanted. The "River of Golden Sand" would hardly suggest Burmah, although the "Land of Desolation" might Greenland. Some titles tell nothing. Waller's "Six Weeks in the Saddle" might be anywhere else rather than in Iceland, for I believe they have neither horses nor roads there. Being asked for the "Region of Eternal Fire," one would naturally turn to the Theological department (No. 237.5), but in vain. It is an account of the petroleum fields of the Caspian. The person who asked for it might want a book of travels in that region, or he might be interested in oil—but that book would be in.

Suppose Mrs. Oliphant's "Makers of Florence" is wanted, and out, as it is likely to be Is it Florentine history which is wanted? There is Trollope's "Florence" or "Sismondi." Is it something about Dante or Savonarola? There are lives of each or Geo. Eliot's "Romola" for a vivid picture of Florentine life and an account of the great preacher. Is Florentine art the subject of interest? Perhaps a life of Giotto, whom Mrs. Oliphant numbers among the "Makers," and Grimm's "Michael Angelo" or one of the histories of the Renaissance or of Italian art would supply the want. The inquirer need rarely go away without something. I know the illustrations I have used seem commonplace, but they are fair specimens of the inquiries which are made every day.

It is occasionally necessary to give some other book for another reason, as in case one asks for Macaulay's England to read about the Wars of the Roses, or Bancroft, to study the nullification movement. Sometimes, too, the book asked for, al-

though it covers the ground, is clearly not the best book for the individual case, as a boy asking for one of the larger treatises on chemistry, when a brief text-book would serve him better, or for an elaborate constitutional history, when he would find what he wanted in McMaster's first volume, which he might read, while the other he surely would not.

Sometimes, too, in the interest of the fair consideration of a subject, one may suggest books treating it from another point of view, as, for instance, Lingard's England, as well as the Protestant historians, or Carey and Thompson on Political Economy, as well as Sumner and Fawcett.

One of the most valuable tools of the librarian is the list of historical fiction published by the Boston Public Library. We all know it and use it. No small part of its usefulness lies in what I may call its reversible action Intended primarily to suggest to the reader of history such stories, poems, or dramas as may illustrate the period and the events he is studying, it may be made to serve equally well the not less useful purpose of leading those who are already wandering in the flowery fields of fiction into the straiter highways of history. I believe it more often happens that the reader of an historical tale becomes so interested in the subject, that he turns to history for more information, than that the reader of history looks up illustrative fiction. I recall an instance in which the interest awakened by Bulwer's "Harold" served as the impulse to a course of reading in English history, including some of the best. In another case "Anne of Geierstein" led to the reading of the lives of Richard III., Margaret of Anjou, and Charles the Bold, and in another case Dickens' wonderful picture of Paris during the Revolution in his "Two Cities" led to the reading of many books and the acquisition of a fair knowledge not only of the revolutionary period, but of French history generally. Such instances might be multiplied.

If we consider how largely fiction is drawn from our libraries in proportion to history, and if we agree that the reading of more history is a desirable thing to promote, we have here a field for useful work.

Novels may also suggest the reading not only of History, using the term in its broadest sense as including also Biography and Travels, but may lead off into almost every field of human knowledge and thought. An interesting paper might be pre-

pared upon the suggestiveness of novels—Fiction as a doorway to the literature of knowlege—but it is no part of my present purpose to discuss fiction except incidentally as a department of the library in which there is frequent occasion to recommend some other book than the one asked for.

The librarian may have frequent opportunities of recommending a better book than the one asked for. The inquirer for some worthless story, something which could have no place in any classification of literature, will generally take a better one if it is shown and a little effort made to interest him in it. Of course, judgment and tact must be used. I am reminded of a regimental sutler whose suavity of manner and desire to oblige made some amends for the meagreness of his stock. One sweltering summer day a report spread that he had received some ice-cream, and the boys came rushing down to the sutler's tent for some of it. "No," he "had no ice-cream, but he had just cut an elegant cheese." The person who inquires for Mrs. Stephens' novels will hardly want Bishop Stevens' sermons, and possibly the inquirer for Mrs. Holmes' "Tempest and Sunshine" will not be interested in the Doctor's "Autocrat," but she might read the "Guardian Angel," and the "Breakfast Table" series later

Of course this work of suggesting better books and of directing reading into more useful channels lies among that very considerable portion of the users of our public libraries who read for entertainment and without a definite purpose. To the person who comes for information upon a particular subject or to the student who is intelligently pursuing a definite course such suggestions would be unnecessary, sometimes even impertinent.

All of this work of suggestion requires personal effort, much of it, and much time. We have heard at our various meetings many discussions as to the best methods of library work, the most expeditious and accurate way of doing all the various business of the library as well as the classification and cataloguing of the books, all of which belong mainly to the mechanical side of the librarian's labors. We have also had the claims of what may be called, for lack of a better designation, the literary side of a librarian's work ably presented and the tendency to give so much attention to the mechanical deplored. I feel like saying just here, "You are both right." I believe

most thoroughly in bringing every part of the library machinery into the most perfect condition and adopting every device which will save labor and time, but I believe in it as a means, I believe in it because that librarian who has the routine work of his library moving with the accuracy of clockwork will have the more time for those better things which are the crown and flower of his work.

The weaver stretches carefully in his loom the strong, slender threads of the warp, but he stretches them not for themselves, but that he may weave into them that woof which shall make the fabric a thing of beauty and use. Catalogues, classifications, and charging systems are the warp of the librarian's work, but they are empty and without beauty unless he weaves them throughout with the woof of an ardent love for books, a lofty enthusiasm for his profession, and so sincere an interest in those who use his library, that he will spare no pains to help them. The man who can do this work well may feel that there is little else in this world which is better worth the doing.

The old definition of the librarian, the custodian of the books, is gone. The later idea, which hardly extended his duties beyond the supplying of the book asked for, is going. More is demanded of the librarian today. He should be a power in the community, a director of its reading, a leader in its progress, and in the fullest sense of the word an educator.

It is his duty very many times to place in the hands of the reader, not the book asked for, but some other book. It is not the least of his responsibilities that the other book should be the best possible book.

HOW WE RESERVE BOOKS

Since no library can buy sufficient copies of a title always to supply the demand, there arises the necessity of reservation. That is, those who desire, may have their names placed on a waiting list in the order in which the book is to be issued to them. The following symposium is a report from different large libraries, telling how the problem has been solved by them. Libraries contributing to this symposium include The Cleveland Public Library, The Boston Athenaeum, The Brooklyn Library, and the New York Mercantile Library.

CLEVELAND PUBLIC LIBRARY

When desired to do so, we reserve books which are out when asked for. The request is made on a postal card of the following form:

Author.....
Title.....
Date.....
Hour.....

THE PUBLIC LIBRARY.

Cleveland, O.....1888.

The book for which this application was made is now in. It will be retained for you until .....*only. Please bring or send this card.*

W. H. BRETT,
Librarian.

The applicant, who pays one cent for the card, addresses it to himself and fills up the blanks with author's name, the title and the date, even to the hour, as we have frequently more than one application in a day for some popular book. These cards are filed alphabetically by authors at the receiving desk and are in charge of the assistant there. When a book is returned for which a card is waiting it is as soon as possible

placed in the reserved case with a slip giving name of applicant and date to which it will be kept. The card is then dated, the blank for date to which the book will be kept is filled, and it is mailed. For instance, Mr. Wm. Cowper asked for a copy of "Robert Elsmere" on Oct. 25. It was not in and he left a card for it, but as there were about twenty-five cards already filed and we have only six copies of the book, his card was not reached until Dec. 28. Then a copy of the book was placed in the reserved case with a slip marked "Cowper—30," and his card filled out and mailed to him.

If Mr. Cowper calls on or before the 30th, bringing his card, he gets the book, if not, it goes to the next applicant. This plan has been in operation four years, is used largely, and is satisfactory. It is fair, for all users of the library have the same chance, and it generally gets the books to the people who really care for them most. W. H. Brett.

APPRENTICES' LIBRARY

We have a plan for reserving books somewhat similar to that of Mr. Brett in successful operation for over eleven years. A postal card is addressed by the applicant himself to avoid any chance for mistakes. On the other side there is room for the name of the book required to be reserved, which the applicant likewise fills in. Each card is numbered consecutively, so that if there is more than one applicant for the same book the lowest number gets the preference. This card contains a printed notice that the book will be reserved for twenty-four hours, and will be delivered, during that time, on presentation of the card. When the applicant has filled out the card properly it is placed in a cloth case, about the size of a 12° book, which is put on the shelf where the book belongs, so that as soon as the work in question, or a copy of it, is returned it is immediately discovered that it is to be reserved. The book is then placed in a special place, and the card is stamped with the date and mailed to the reader. If he fails to make application within twenty-four hours, it is replaced on the shelves, or reserved for the next applicant in order, if there is one.

All our books, without any exception, may be retained two weeks. And all books, except new books, can be renewed for an extra week (but no longer), provided application is made

before the original two weeks expire. Only one renewal is allowed. Consequently no book in our library can be kept longer than three weeks. New books cannot be renewed or reserved until they are three months in the library. As we largely duplicate our popular books, the necessity for reserving books does not exist with us in the same degree as in libraries where only one or two copies of a popular book are purchased. Still, no library can buy sufficient duplicates to be able always to supply the demand, hence the necessity for reservation. This privilege is especially serviceable in silencing chronic kickers—who abound in all libraries—who will gravely inform you that they "have been asking six months" for a certain book, without success. As *any* book can be reserved after three months it is obviously the reader's own fault if he neglects to avail himself of the privilege of a reservation card, for which we charge two cents, to cover cost of printing.

J. Schwartz.

BROOKLYN LIBRARY

Should a subscriber particularly desire a book which is not on the shelf when asked for, he can, should he prefer it, rather than draw anything else, leave his slip open for it.

The order-slips are dated so as to give the sequence in which applicants are to be served where, as is likely to be the case with new books, several people are waiting for the same work at one time; and the first copy of the book that comes in fills the first order. As soon as an order is filled the following postal notification is sent, the dates and title of book having been filled in:

THE BROOKLYN LIBRARY

Brooklyn, N. Y......1888.

The following work.....for which you left your account open.....has been received and charged to you this day, and will be retained for two days (but no longer) from this date. When you call or send for the book, this notice must be presented at the desk. *W. A. BARDWELL, Librarian.*

.....

Any other books drawn by the applicant during the time he is waiting for the one ordered are charged as *extra,* at two cents a day (or ten cents a week).

By this plan those who are especially desirous to obtain a particular work are enabled to do so. The only inconvenience experienced is being for a short time without a book, or the drawing of an "extra" at a slight charge. It has not been our custom to take orders for books to be charged as *"extra" books* from date of registry and notification, as this plan would necessitate the purchase of a greater number of copies of new and popular works than our library has means to supply. But if a member wants a given work sufficiently to leave his slip open for a short time, this arrangement insures his receiving it. The postal cards for the notices are furnished by the library free of charge. Their circulation through the mails serves, perhaps, to some extent as an advertisement of the institution.

W. A. Bardwell.

NEW YORK MERCANTILE LIBRARY

Those of our members who so desire may have books reserved for them by leaving an order for the book they want and paying two cents. These orders are made out on the blank forms used in the library for general use, dated, and then arranged alphabetically under the titles of the books. The earliest orders received are of course filled first. When a book is obtained the order which it is intended to fill is placed in one end of it and then laid aside in a place provided for this use.

The clerk in charge of this department then fills out the following notice, which is printed on the back of a postal card, and at once mails it to the member whose order is in the book:

MERCANTILE LIBRARY.

Astor Place, N. Y......1888.

The book asked for by you.....*is now at the library, and will be retained until eight o'clock*..... *evening. Bring this card with you when you call for the book.*

Respectfully yours,

W. T. PEOPLES,
Librarian.

No book is retained over two days.

If the member fails to call for it within the time specified in the notice, it is removed from its place and put in circulation. If the member still wants the book he will have to make out a new order and let it take its turn.

In addition to the above plan we have a system of delivering books at members' residences or places of business. For five cents each, we sell postal cards, ready for mailing, which secures the delivery of a book to the place designated, and the return of a book to the library.

The following form shows the order printed on the back of the postal card:

RULES TO BE OBSERVED IN USING STAMPED ORDERS

1. Write your name and address distinctly in ink.
2. Give the names of the authors of all books applied for.
3. Put the names of several books on every order. One of the books named will then be sent.
4. Have the return book ready for the carrier when he calls for it.

FOLIO *Returns* .....

.....

Wants one of the following:

.....

.....

.....

.....

.....

Name ..... *Address* .....

On the face of the postal card the address is printed as follows:

MERCANTILE LIBRARY,
ASTOR PLACE,
City.
W. T. PEOPLES.

BOSTON ATHENÆUM

Our method of reserving books is similar in the main to those detailed above, but our charging system (by which two cards, kept in a pocket in the book while it is on the shelf, are signed by the borrower and left at the charging desk while the book is out) causes some differences. When an application is made for a book to be reserved, the attendant in charge writes the

author and title of the book and the name and address of the applicant in a reserve-book. In this the ruled lines are numbered consecutively (to avoid the inconvenience of several figures we usually number to 100 and then begin the notation again), and the number corresponding to the application is written in red ink upon the manilla card belonging to the book to be reserved just below the name of the person who has it at the time. When the book is returned and the last borrower's name stamped across on the manilla card, preparatory to replacing the book upon its shelf, the red number is of course seen by the assistant, and the reserve-book is consulted for the name of the person next desiring the book. The following postal card is immediately filled out and mailed to the applicant, and the book is retained at the charging desk.

BOSTON ATHENÆUM, 188 .

DEAR.....

.....

.....

asked for by you, has been returned, and is now charged to you. It will be retained for you today and tomorrow, which will be counted as part of the.....* days during which you are allowed to keep it out.

Yours respectfully,

CHARLES A. CUTTER,

Librarian.

The postal cards are furnished by the library. The only restriction in the reservation of books is in the case of *new* books (books received within a year). A person being allowed by our rules to have out but one new book at a time, the applicant must leave his card free from any such, if his application be for a recent publication. Thus, if a new book is out upon the applicant's name when the book applied for is returned, it is not reserved for him, but goes to the next applicant, or if there is no other, is allowed to circulate in the ordinary way. Otherwise the first applicant would have charged to him two new books at once. KATE E. SANBORN.

When a book not in the library is asked for, the asker's name is written in red ink on the back of the card submitted to the Library Committee. If the purchase is approved by them, the

*7, 14, or 30.

card is kept in the alphabetical index of books ordered and as soon as the book comes the card is put into it by the entry clerk. When it comes in due course to the cataloguer her eye at once catches the name in red. She fills and mail the following postal:

BOSTON ATHENÆUM, 188 .

DEAR SIR:

.....

.....

asked for by you, has been received, and will be ready under the rules to be taken out on the.....day of.....
It will then be retained for you two days, which will be counted as part of the seven days during which you are allowed to keep it out.

Yours very truly,
CHARLES A. CUTTER,
Librarian.

At the same time a long narrow slip of paper, of a bright pink color, to arrest the attention of the attendant who puts in the library plates, and also of the attendant who arranges the books on the show-case, is inserted in the book. On this is printed:

To be kept for
till

This is filled with name and date corresponding to the above postal. The slip is long in shape to prevent its slipping down and being lost in the book.

EMMA L. CLARKE.

THE NEW NOVEL PROBLEM AND ITS SOLUTION

How to supply the large and ever-increasing demand for popular fiction without appropriating to that end too great a proportion of the funds of the library, is a difficult problem. Although perhaps it is not wholly solved by the plan of pay duplicate collections, this plan lightens the burden of librarians and saves annoyance to cardholders. These collections generally consist of multiple copies of new popular fiction.

In recent years much has been said for and against the practice of operating pay duplicate collections in public libraries, and the last word probably is not yet. No doubt the lack of competition made the problem less involved in the earlier days. The scheme was initiated in the St. Louis Public Library in 1879, and was once widely known as "the St. Louis Plan." Its workings are seen in the following paper, a contribution to *The Library,* (an English quarterly) by Frederick M. Crunden, librarian of the St. Louis Public Library.

A sketch of Mr. Crunden appears in Volume 1 of this series.

"Nowadays when we speak of literature we mean novels," says one of the leading critical journals of America. When a librarian is asked about "new books," he may safely assume, in a great majority of cases, that the inquirer refers to new novels. Prose fiction is the accepted literary art form of the nineteenth century. It not only affords the most fascinating intellectual entertainment, but it is also the most efficient agency for insinuating all kinds of information and for directly imparting knowledge of manners and customs, and, most important of all, of human nature and the springs of human action. It is also the most available and effective medium for the ex-

pression and advocacy of every variety of opinion on all the questions of the day. It furnishes something attractive to every taste and every mood, to every age and condition of life. It makes you laugh or cry, or both at once, or suspends all but the unconscious functions of the body in the breathless excitement of a situation. There is no child who does not enjoy a good story; and the man or woman who does not marks a case of atrophy or arrested development.

It is not surprising, therefore, that about 75 per cent. of the circulation of public libraries consists of prose fiction. This is particularly to be expected in a country like the United States, where long hours and arduous labour use up the nervous forces and leave, at the close of the day, little desire or capacity for anything beyond amusement. Such, however, is the natural human solicitude for other people's morals, that men and women who take pride and pleasure in knowing all the new novels are loud and frequent in their expressions of regret at the large percentage of fiction read in public libraries. So long as the objector is moved solely by a laudable concern for the moral welfare of his fellows, he is not a dangerous person; but when he appears as an argus-eyed taxpayer protesting against the use of public money for the purchase of story-books, he must be hearkened to—and mollified. It would be a happy disposition of difficulties if these protestants could be set to fight it out with the more numerous "kickers," whose constant complaint is that the books they want (viz., the latest novels) are always "out." An amusing incident to this arraying of opposing forces would be the puzzle of placing the man who on Monday objected to the waste of money on novels, and on Wednesday wanted to know why more copies were not bought of a recent novel he was anxious to read. Unfortunately, the librarian stands between and receives the fire of both sides.

In the discussion of this vexed question certain general principles should be laid down and applied to its settlement.

1. Prose fiction of good quality is literature, and just now the most popular and prevailing form of literature. More even than the drama it "shows virtue her own feature, scorn her own image, and the very age and body of the time his form and pressure." The great novels and the more popular of minor novels are presupposed. It is assumed that any reference to

the character-creations of Scott, Dickens, Thackeray, Hawthorne, George Eliot and other leading novelists, will be understood by all persons of the least pretension to cultivation. It is, therefore, the duty of a public library, both as a popular educator and as a purveyor of elevating entertainment, to supply to the public the works of the best and the better novelists, and to supply them in quantities adequate to the demand. Applicants for "Ivanhoe" or "Romola" or "David Copperfield" should seldom be disappointed. Failing to get one of these, they are not likely to call for a better novel, or for a work on physics or the differential calculus. They are more likely to take the first novel that comes to hand, however inferior. The better novels, then, should be supplied in unlimited number. If "Vanity Fair" is repeatedly reported "out," get more copies: keep on buying more till it is nearly always "in." Better have in circulation one hundred copies each of "The Newcomes" and "Les Miserables" than ten copies of each of these works and one hundred and eighty volumes of a number of inferior novels —or any other books. In short, a public library should buy as many copies of the novels of good quality and perennial popularity as may be necessary to supply the demand. If the demand increases with the supply, so much the better. There is no better book than a first-class novel.

2. Conversely, it is not the office of a public library to meet the multitudinous call for the book of the hour; any attempt to do so must prove futile and in the end fatal. This fact is recognized by library managers, and no such attempt is made. But card-holders do not understand the situation; and every librarian and every assistant who comes in contact with the public must meet numerous complaints from readers who vainly call again and again for new books (chiefly novels) and "cannot see why you do not get more copies."

To meet this difficulty, to satisfy, in some measure, the eager desire of numerous card-holders for the book that everyone is talking or hearing about, the St. Louis Public Library has for years maintained a distinct department, called the "Collection of Duplicates." This collection consists chiefly of multiple copies of new popular novels. Of every book in it there is at least one copy in the regular collection. It is, as its name indicates, a collection of *duplicates*. A volume may be drawn from it by

any registered card-holder on payment of five cents a week. Single-issue cards are sold for five cents (2½*d.*), cards good for five books for twenty-five cents; and for one dollar a card is furnished which entitles the holder to twenty-five volumes. A card-holder may draw as many books at one time as he may desire.

When announcement is made of a new book by an author of established popularity, such as Mark Twain or Blackmore or Besant, or of a novel by a new author with advance notices that give assurance of merit, such as "No. 5, John Street," or "Forest Lovers," two copies are ordered for the regular collection, and for the collection of duplicates as many as we feel reasonably sure will "go,"—*i.e.,* as many as are likely to keep in circulation until they have approximately paid for themselves. Sometimes we order only one or two for the duplicate collection: in other cases we feel safe in buying ten or a dozen at the outset. If these all go out immediately, and there is still an eager demand, we buy more, gauging purchases by the probable extent and duration of the "run," and basing our judgment on the intrinsic merit of the book, on the methods of advertising, and on local interest. Perhaps I can best explain by specific illustrations.

For the first year or so after "Ben Hur" appeared two copies in the regular collection were sufficient to supply the demand. After a while religious sentiment began to find great merit in it. We put a few copies in the collection of duplicates, then a few more, then ten more, then twenty more, till finally we reached a total of fifty. These for a while were insufficient to meet the call. Later, many idle copies appeared on the shelves; but the whole lot cost the library nothing.

No book has ever had a greater "run" in St. Louis than "Trilby." In addition to the general influences three of the largest literary clubs, all meeting in church guild or lecture rooms, gave severally an evening to criticism and discussion of the novel. Of its popular qualities we had knowledge through its serial publication. But we began with a conservative order for two regulars and four duplicates. From time to time the number was increased till the total reached one hundred, six regulars and ninety-four duplicates. For some eight or ten weeks none of these ever got to the shelves, being absorbed by

the "reserve list" as soon as returned. When duplicate copies began to stand idle on the shelves they were transferred to the regular collection, and made available to card-holders who were waiting their chances for one of the regular copies. The ninety-four "C.D.'s" more than paid for the whole hundred; thousands of readers were supplied; and we had enough "Trilbys" left to last, it would seem, for all time to come.

Just now the favourites here—and I suppose throughout the country—are "David Harum" and "Richard Carvel." The author of the former had not been heard of before. Last October the book appeared on the counter of a local bookstore. A copy was ordered on approval. A glance through it showed that it had the elements of popularity, and another "regular" copy was bought. A few days later, favourable reviews having in the meantime caused some call for it, three copies were placed in the collection of duplicates. Since then the number has been gradually increased, till we now have fifty copies. These never reach the shelves, the "reserve" list containing about forty names for "regulars" and ten for "duplicates." If this continues we shall add twenty-five copies more. We should probably have done so before this if a very limited book-fund had not compelled extreme caution. The author of "Richard Carvel" had already achieved a *succès d'estime* and was a St. Louis boy. But we were in shoal water, and our first order was for only one regular and two duplicates. A member of the staff hurried through the book, and a few more copies were immediately ordered. Favourable reviews created a demand, and additional copies were purchased. We now have twenty-five, all of which are bespoken a week ahead. August is not the reading time of year, and we shall probably double the number in the autumn.

Popular magazines may be classed with new novels as reading matter for which there is an active demand for a limited period. We meet this call by placing in the collection of duplicates a varying number of copies, depending on the popularity of the respective publications. Of "Century" and "Harper," for example, we take twenty-six copies, two for the reading-room and twenty-four for the collection of duplicates. Of less popular periodicals, such as "The Atlantic," we take one for the reading-room and one for the collection of duplicates. Frequent call for a circulating copy of a magazine results in

the addition of one or more copies to the collection of duplicates. Magazines are issued at the same rates as novels. The more popular pay for themselves and make up any deficit on the others. The surplus copies beyond what we want to preserve (we bind six copies of "Century" and "Harper") we sell at a reduced price as soon as a later number appears.

Occasionally we have recourse to this department to supply an eager, but temporary, demand for new books other than novels, such, for example, as Mark Twain's "Following the Equator," Nansen's "Farthest North," and Nordau's "Degeneracy." Sometimes we accommodate clubs by placing in the collection of duplicates two or three or half-a-dozen extra copies of some standard work they are studying. These volumes partially pay for themselves; they aid in the educational work of the library; and they are ready for any sudden demand from another club taking up the same topic. Some years ago our public school teachers were directed to use Rhind's "Vegetable Kingdom" in preparation of their lessons in botany. The book was too expensive for the teachers to purchase individually; and the library was not justified in buying so many more copies of a high-priced book than were necessary to supply the normal demand. The extra volumes were placed in the collection of duplicates: for ten cents each teacher had the use of the book for two weeks: the net expense to the library was small; and it obtained at about one-fourth price enough copies of a standard work to last for years. After two or three years, upon the cessation of the special demand for the book, a number of copies were sold, and most of the balance were transferred to the regular collection. We thus had eight or ten copies of this valuable work for about the cost of two, besides having, for several years, rendered valuable assistance to a considerable body of teachers. An active Shakespeare cult that flourished in St. Louis for a number of years, which fructified in "A System of Shakespeare's Dramas" by one of the leaders, created a demand for another expensive work, Gervinus's "Commentaries." This was met in the same way and with the same result. But these are exceptional and subordinate uses: the chief and constant service of this collection is to meet, without expense to the library, the clamorous, but temporary, demand for successive popular favourites.

Does it work? Does it accomplish the object? Does it give entire satisfaction to the public?—Yes, it works. In great measure it accomplishes its purpose. But it does not give entire satisfaction. Was anything ever devised that *did* give entire satisfaction to thousands of people whose selfish interests were concerned? It is as satisfactory a solution as may be expected to a problem that contains the human factor. It disarms the objecting ratepayer; it furnishes the latest novel with reasonable promptness to everyone whose desire to read it reaches the degree of "tuppence-ha'penny"; and it benefits even those who do not use it by greatly lessening the number of competitors for the regular copies. To refer again to "Trilby" for an illustration. If we had not had this special collection we could not have increased the number of regular copies much —certainly not beyond ten. In the course of ten weeks the "C.D." copies were read by over a thousand persons—probably fifteen hundred—who would otherwise have been competitors for the six or the ten "regulars." And just think of the friction thus avoided, of the verbal collisions warded off by these ninety-four buffers! Consider the saving of the sickness that comes of hope deferred, and the possible profanity prevented!

The "collection of duplicates" does not grow. As soon as the "run" on a book is over the extra copies are transferred to the main library. It is thus a constantly changing collection. The only permanent feature consists of certain fine sets of standard novelists, Dickens, Thackeray, Bulwer, Dumas, Hugo, and Scott. Though picked up at auction sales at half-price or less, these editions would not have been bought for the regular collection. In this special department they perform a useful function as a reserve to supply a pressing want or to gratify a fastidious taste that gladly pays five cents for a clean volume with large type, fine paper, and good illustrations. These books in time pay for themselves: it is only on that basis that they are in the library at all: they perform a useful service to a few without in the least infringing on the equal rights of the general public. Indeed, as in the case of the new books, they lessen, to the extent of their use, the demand for the copies in the main collection.

This department was established for the purpose above set forth, not, of course, with any view to profit. It does, however, yield a net profit of £40 to £60 a year. This is added

to the general book-fund; and thus again the collection of duplicates inures to the benefit even of those who do not use it. When the plan was adopted this was a subscription library: it has worked equally well since the library was made free. It offers a special accommodation to those willing to pay for it without in the slightest degree interfering with the equal rights of card-holders who do not care to avail themselves of the privileges it offers. Indeed, as has been pointed out, it benefits even those who may condemn the plan. It is voluntary co-operation grafted on the trunk of a rate-supported institution, which represents the enforced co-operation of all the citizens, those who use the institution and those who do not; and in the same manner it inures to the benefit of all.

The plan was adopted some years ago by the Mercantile Library of this city, and is about to be tried by another of the large public libraries of the country.

FREDERICK M. CRUNDEN.

THE EFFECT OF THE TWO-BOOK SYSTEM ON CIRCULATION

The earlier privilege of circulation was limited to one book at a time. Permission to take out two, only one of them fiction, was regarded when introduced as quite radical. The allowance of two books originated in an effort to stimulate the circulation of non-fiction, and was generally adopted about 1895.

In an endeavor to discover to what extent the "two-book" system influenced the reading of non-fiction in public libraries, Dr. E. A. Birge, then president of the Wisconsin Library Association and later president of the State University, sent a questionnaire to leading libraries. The result was embodied in a report read before an Inter-State Library meeting at Evanston, Ill., February 22, 1898.

A biographical sketch of Edward Asahel Birge appears in Volume 3 of this series.

Several years ago my attention was directed to the two-book system in public libraries, and it seemed to me that an investigation of the effect of this system on circulation might be of interest to librarians. Accordingly, I sent out, last December, a circular to all free public libraries in the United States containing 5000 or more volumes,[1] making inquiries regarding the effect of this system on the circulation, both in its amount and character. In the latter particular two possibilities were suggested in the circular. The effect of issuing two books might be to lead the borrower, who would otherwise read only fiction, to extend his reading into the other classes of literature, or the two-book privilege might induce the reader of solid literature to add a novel to the work which he would otherwise

[1] The circular was also sent to a few smaller libraries, especially in Wisconsin.

take. The two-book system might, therefore, increase or diminish the percentage of fiction in the circulation of the library, and it was to this point especially that my attention has been directed in the inquiry.

Something more than 400 circulars were sent out and 316 replies have been received—between 75% and 80%—many being accompanied with long and valuable letters from the librarians, whose aid I wish to acknowledge with the warmest thanks. Most of the 100 libraries which did not respond were small, having between 5,000 and 10,000 volumes. About 30 libraries having more than 10,000 volumes failed to respond, and a second circular was sent to them, bringing in return 15 replies. The reports are, therefore, fairly complete for the libraries of the country containing more than 10,000 volumes.

One hundred and forty libraries of those which reported employ the two-book system; 176 do not. I include in the first list only those libraries which extend the two-book privilege to all, or most, of the patrons of the library. I do not include those libraries which grant the privilege of two or more books to teachers or special students only.

Date of Adopting the Two-Book Privilege.—Most of these libraries adopted the two-book privilege since 1893, as the following table shows:

Libraries adopting the two-book system as follows:

Earlier than 1892	22
In 1892	1
" 1893	3
" 1894	15
" 1895	28
" 1896	36
" 1897	27
Not stated	8
Total	140

In view of the decline in the number of libraries adopting the system in 1897, we shall not be far wrong if we estimate that about 160 public libraries of 5000 or more volumes employ the two-book system.

I was surprised at the large number of libraries which have

been employing the two-book system for many years. Certainly no library can claim a patent on the idea. Boston began the custom in 1852; Peacedale, R. I., claims it in the same year; Worcester, Mass., has had it for many years; Marysville, Cal., founded in 1859, has "always" employed it, as have Alameda, Cal., Lexington, Mass., and Portland, Ore. Cleveland, O., adopted it "20 years ago," as did Bay City, Mich. Fort Dodge Iowa, claims to have used the system in 1872; Petaluma, Cal., in 1880, and the Apprentices' Library, Philadelphia, in 1882. Woonsocket, R. I., employed it from the founding of the library in 1865; Emporia, Kansas, in 1884; Norfolk, Ct., in 1889; Peoria, Ill., in 1889-90. It is plain from the returns that in some of these libraries the custom was a survival of the habits of a "social library" rather than a system adopted to meet the needs of the public library, and to enable it to perform more perfectly its services to the community.

In 1894, Mr. C. K. Bolton, the librarian of the Brookline (Mass.) Public Library, published an article in the LIBRARY JOURNAL, which was the proper beginning of the recent movement toward the method, and with its appearance began a rapid change to the system on the part of many of the larger and more progressive libraries. This is the true origin of the two-book system, as a system to be investigated, and I am not concerned to decide as to the first appearance of the practice. It was certainly found in 1894 in libraries scattered from Massachusetts to Oregon and California, but its presence did not influence libraries to any marked degree before the appearance of Mr. Bolton's article.

In the distribution of libraries using the system, there are some points of interest. I addressed 14 circulars to libraries in Maine and received every one back, carefuly filled out, but no library in the state uses the system; all are small except that of Portland. Indiana reports only one two-book library—Terre Haute. Iowa, one—Fort Dodge. In Connecticut 11 libraries responded out of 14 addressed, and all but two employ the two-book system. This is the largest proportion in any state in favor of the system.

Relation of Size of Library to Method of Circulation.—The following table shows that the size of the library has had a considerable influence on the method of circulation adopted:

No. Vols.	Two-book Libraries	One-book Libraries
5,000- 10,000	39	76
10,000- 20,000	49	60
20,000- 50,000	37	27
50,000- 75,000	7	7
75,000-100,000	2	2
100,000- +	6	4
Total	140	176

It thus appears that of the libraries which reported, about 34 per cent. of those smaller than 10,000 volumes employ the system; about 44 per cent. of those between 10,000 and 20,000 volumes; while of libraries above 20,000, over 57 per cent. issue two books. Most of the excess above 50 per cent. lies in the libraries between 20,000 and 50,000 volumes, and, as will be seen later, the advantages of this system to the great libraries are less than to the smaller ones.

Method of Issuing Two Books.—It is not my purpose to discuss the numerous forms of card in use by the two-book libraries. The most common type is that devised by the Brookline library. I find that 78 libraries issue two books on one card, while 55 report that they employ two cards. In New England, outside of Massachusetts, and in the Middle States, two cards are used in the majority of libraries, while in Massachusetts and the West tendency is strongly the other way.

Proportion of Patrons Making Use of the Two-Book Privilege.—I have not been successful in securing statistics on this point; the weakest part of library statistics is the number of patrons. Some libraries have numbered their cards consecutively through many years, and in no case is a library able to state an exact number of "live cards." In most cases no return was made by the library to my question regarding the number of patrons using the two-book system, and usually where an answer was given, it was an estimate—"small," "large," "nearly all," etc. I have the impression, however, that a larger proportion of patrons make use of the system where one card is employed than where two cards are used. This is perhaps due to the fact that two cards will be used in libraries which regard the granting of two books as a sort of privilege, and so, formally or unconsciously, restrict it. Fourteen libraries, 10

per cent. of the whole number, deny the privilege of two books to children.

Restriction on Books.—23 libraries report that they have no rule on this subject. Most of the others permit only one work of fiction to be drawn at once. Several report that they allow only one new book, and this rule is doubtless a practical necessity in many libraries which do not report it.

Effect of the Two-Book System on the Quantity of Circulation.—The issuing of two books to one person undoubtedly increases the circulation of the library beyond what would be the case if one book were issued, yet I find in my correspondence quite exaggerated estimates of this effect, in letters from both advocates and opponents of the system.

The following table shows the ratio of the annual circulation to the number of volumes in libraries of various sizes, as reported to me:

No. Vols.	5,000 to 10,000	10,000 to 20,000	20,000 to 50,000	50,000 to 100,000	100,000 + +	Av.
Two books...	3.50	3.88	3.44	3.50	3.33	3.49
One book.....	2.80	3.38	2.81	3.38	3.62	3.29
Average	3.06	3.63	3.21	3.43	3.42	3.38

It will be seen that the increase of the circulation in two-book libraries is greater in the smaller libraries, and that in the largest libraries the larger circulation is found among those using the one-book system. It must be remembered that the list of one-book libraries necessarily includes most of those whose books are least well selected and whose administration is least efficient. Their circulation would be under the average in any case. I cannot believe, therefore, that the system adds greatly to the average circulation, although doubtless it does so in individual cases. If we look at the libraries whose circulation is largest in proportion to the number of volumes, we find them among the libraries using the two-book system. Philadelphia, with an annual circulation of over 14 volumes for each book in the library, heads the list.[1] St. Joseph, Mo., with a circulation of 120,000 volumes from a library of 10,000 comes next. Both of these use the two-book system. Los Angeles, Cal., circulates 11.8 volumes for each book in the library, employing the one-book system. These three libraries are con-

[1] One branch only of this library reported to me.

spicuous for their large circulation. Very few others circulate more than five or six books annually for each volume on the shelves. The Boston Public Library circulates only 1.4 volumes annually for each book in the library. It is obvious that this difference in circulation depends on the selection of the books and the character of the library, as almost wholly circulating or as one which makes the reference department an important feature of its work.

It seems to be generally true that only a small number of persons habitually take two books at once, and undoubtedly a considerable proportion of those who do so draw the second book for another member of the family. In the latter case the free issuing of cards to different members of the family would result in an equal circulation on the one-book system. I can see no evidence to warrant the idea, which seems to be somewhat prevalent among librarians, that the two-book system as such would nearly double the circulation of the library. Still more chimerical is the notion that the two-book system enables the librarians to "pad" the circulation by getting patrons to carry home books which they do not read. Doubtless the librarian in a small library who had little else to do might give her mind to "padding" the circulation and could secure some results. Perhaps she might even circulate her Patent Office reports in this way by making their acceptance a condition of taking a popular novel. But it is clear that the same amount of attention bestowed upon legitimate means of increasing circulation would be likely to have more effect, and that the librarian who employed such means of swelling the apparent circulation would probably not be so efficient in other ways as to secure a large circulation of books really popular.

Effect on the Quality of the Circulation.—The effect of the two-book system on the quantity of the circulation is far less important than its effect upon the quality of the reading done by the patrons of the library. It has been the main end of my investigation to ascertain what qualitative effect the two-book system exerts on the reading, and to determine, if possible, how great this effect may be. For this purpose it is most convenient to divide the circulation of the library into two classes—fiction and non-fiction. Since the general tendency of unguided reading and of reading for amusement merely is toward fiction,

the elevating effect of the two-book system, if any is present, will be shown by a decrease, either absolute or relative, in the amount of fiction read, and an increase in books from other classes. To the determination of this effect I have given most of my attention.

If I may judge from the scores of letters which librarians have recently sent me, their particular aversion is that variety of the human family which they term "the inveterate," "the confirmed," or "the persistent" reader of novels. It is in my thought to offer at this point a few words, if not in defense, at least in explanation of this poor creature. I do this for more than one reason. First, I am not in any way responsible for his existence, nor does my duty call upon me to improve his character. Holding this independent position, I am perhaps able to judge him somewhat more dispassionately than if my position called upon me to reform him. Second, I sympathize strongly with Jowett's opinion that "there are few ways in which people can be better employed than in reading a good novel." I am conscious of a very long list of novels charged to me at the public library, and I am not at all sure that a strict librarian would not include me among the "inveterate novel readers."

There are several facts which must be frankly recognized by all of us, and especially by the librarian, whose aim is to improve the character of the circulation of his library.

We must recognize that our age and race write and read fiction. We must recognize this as a natural tendency of the age, not to be condemned or regretted, but to be accepted as the peculiar manifestation of the literary temper of this generation. We must also recognize and accept with equal frankness the fact that much, if not most, reading will be done for pleasure and relaxation; that is to say, human nature is so constituted that men—and women too—will attempt to get their thoughts outside of the routine of daily duties in some way, and we cannot help seeing that for most people of the modern world fiction furnishes one of the easiest ways of escape from the hard facts of life into the freedom of the imagination.

It is to secure this freedom that most of the best reading is done. It is the peculiar function of poetry to carry its lover into the realm of fancy, to enable him to see by the "light that never was on sea or land." It *may* instruct or elevate; it

must amuse, in the best and highest sense of that word. Doubtless some read poetry from a sense of duty, seek "fresh woods and pastures new" for an imaginative constitutional, prescribe to themselves doses of various poets to enable this or that emotion properly to dilate. They are like the unsociable youth whom I once advised to cultivate society, or more concretely, "to invite a girl to go to picnics with him." "Yes, Professor, I have often thought it would be good discipline for me." Now, as no girl would accept an invitation to aid in social discipline, so the Muses are deaf to those who would cultivate their society from a feeling of duty. You may get from such reading the sense of duty performed, but you cannot catch the spirit of the poetry which you read; that comes to a wholly different temper. But what poetry does for the more delicately organized and cultivated natures, the novel does for us all. It offers an easy way into the world of the imagination, and makes that world homelike because peopled with creatures of like passions with ourselves. The imagination of each of us finds a level beyond which it cannot rise. Few are so refined as to feel at ease in Shelley's rarefied atmosphere, and for like reasons the minds of many, if not the majority of readers, find the atmosphere of all higher imaginative works too attenuated, and are comfortable only in the lower levels of fiction.

A second fact of human nature, which we are always wont to forget, is that of mental inertia. I was much impressed by a phrase in a letter from Bridgeport, Ct.: "The habitual reader of fiction *gains courage* to experiment with popular works on history, etc." I do not know whether the writer intended to emphasize the words which I have italicized, but I think there is required a genuine exercise of courage when the novel reader passes to another class of literature. At all events there is a great amount of mental inertia to be overcome when anyone passes from a class of literature to which he has been habituated to a class that is unfamiliar. We become conscious of this inertia in ourselves when called upon to do any unusual task. I think that most of us would hesitate to try to learn analytical geometry, or even to read Mill's "Logic." At any rate, I should think long before attempting either task. I know my own feeling when duty calls upon me to read a scientific

paper written, say, in Swedish or Italian, and I can keenly sympathize with him who hesitates to change his novel for biography.

To undertake a new kind of book is to venture the mind into an untried country. Doubtless, the journey may succeed and you may discover a new world, but unless you are bolder than many you will hesitate to risk yourself in the experiment unless you are fully assured that the new world is enough better than the old to be worth discovery. This inertia is a fundamental fact of the mind for everyone. The range of different minds differs enormously in extent, but even those whose education is the best and widest find it no easy task to carry their reading far beyond the limits of the region which is familiar to them.

This mental inertia on the part of readers explains the hold which an author, as such, independently of the merits of his last book, has on his readers. Why are readers so anxious for some other work by Roe or by Dickens, if the book of their choice is not available? It is part of this same mental inertia—part of the same characteristic which resolves life itself for most men into a succession of commonplace duties. So it comes about that an author may, in Trollope's phrase, "spawn upon the public" an unlimited succession of works indistinguishable from each other except by name, yet each and all beloved of his wide constituency of readers.

There are, therefore, three facts which the librarian is bound to accept as furnishing an important part of the conditions under which he works: (1) Our age and race naturally turn toward fiction. (2) For most persons profit in reading will be incidental to pleasure, and not the reverse. (3) While it is comparatively easy for a person to increase the amount of his reading—this being merely a function of the time devoted to reading—it is a far more difficult task so to overcome his mental inertia as to extend his reading into new classes of literature.

If these facts are accepted, it is easy for the librarian to understand the existence of the inveterate novel reader. The pressure of daily duties, the tendency of the age, and mental inertia—greatest in those of least education—make it certain that a not inconsiderable proportion of the patrons of the library

will read fiction, either exclusively or in far greater proportion than any other class of literature. Yet the bare acceptance of these facts is not the duty of the librarian. He must recognize them as the public cannot do. But it is his prime duty as an educator to extend the range of literature within which the individual reader can find pleasure and profit. All persons, except the most highly educated, need aid, and much aid, if they are to pass from reading one class of books to find themselves at ease in a different literary field. To aid them in this mental growth is a task which often requires the employment of the greatest tact and delicacy. The best qualities of an educator are demanded for its successful accomplishment.

I was interested in the following letter from a librarian:[1] "I consider it a rather delicate matter to regulate the reading of patrons. It may be the only luxury and amusement a person has, and it would be ridiculous to insist upon his taking a book of biography instead of fiction. We see but a small portion of our readers' lives. We do not know their environment. We keep trash and unwholesome books off our shelves and trust much to the judgment of our patrons." It seems to me that this quotation expresses the true temper toward this side of the librarian's work. This endeavor to widen the mental horizon of the reader is one which must be made with the greatest care and consideration for the reader. The mental enlargement must come slowly and imperceptibly by natural growth, aided and not forced by the librarian. The reader, even the "inveterate novel reader," may be turned from his erratic ways, but if he is to be converted at all, it must ordinarily be done without either convicting him of sin or obliging him to go up to the anxious seat. It is in the performance of this task that the two-book system offers its best services. It enables the librarian to add to the habitual reading of the borrower a book of another class carefully selected and adapted to his individual taste. Thus, the system, while of very little value as a mechanical device, lends important aid to the librarian who regards himself as an educator of the community. It enables him to educate without trying to reform his patrons; to teach without compelling them to learn; to widen their mental horizon in a

[1] Akron, Ohio. M. P. Edgerton.

natural, sympathetic way; in a word, it enables him to aid their mental growth without posing as a teacher or making his patrons feel that they are the objects of a reform.

There is considerable difficulty in determining the effect of the two-book system on the quality of circulation. The important fact to be determined is the relative circulation of fiction as compared with other classes of literature; but even this simple relation is not easily ascertained. The chief difficulty in the way lies in the various methods in which the libraries keep their statistics. Some libraries include all children's books together as "juvenile"; others class juvenile fiction as a part of general fiction; others still class juvenile books and fiction together. Of course, these methods give very different results, as the percentage of fiction is higher in the reading of children than in that of adults.

It is, therefore, impossible to use the statistics from all libraries on the same basis, and practically our consideration is confined to those libraries which report the juvenile literature and the adult fiction separately. From these libraries, numbering altogether 112—51 two-book and 61 one-book—it appears that the average percentage of juvenile literature in the total circulation is close to 23 per cent., averaging 23.4 per cent. in the one-book libraries and 23.5 per cent. in the two-book libraries.

In the very large libraries the percentage of fiction is smaller in any case than in the small libraries, and there is no great difference between the one-book and two-book libraries in this particular. In libraries with a very small circulation the percentage of fiction depends so greatly upon the supply of new books that statistics from them are of little use. Taking libraries with an annual circulation between 10,000 and 250,000 volumes, I find 54 two-book libraries whose total circulation contains an average of 54.1 per cent. of adult fiction, and 75 one-book libraries with 58.1 one per cent. of adult fiction. Among the two-book libraries, I include only those which have employed the system more than one year. Those which have employed it for only a fraction of a year are included in the one-book libraries. If we neglect the fractions of a per cent. we may give as average results the following table:

Mercantile Circulation

	Two-book Libraries	One-book Libraries
Juvenile	23	23
Fiction	54	58
Other adult literature	23	19

In the adult reading the proportions are approximately as follows:

	Two-book Libraries	One-book Libraries
Fiction	70	75
Other reading	30	25

That is to say, the two-book libraries are circulating from 15 per cent. to 25 per cent. more adult literature outside of fiction than are the libraries employing the one-book system.

An average result not widely different from this is reached by comparing the changes of circulation in those libraries which report statistics before and after employing the two-book system. Forty-two libraries make this report. Of these, 14 include fiction and juvenile literature together. The other 28 show an average loss of 3.4 per cent. in adult fiction (64.2 per cent. to 60.8 per cent.), which agrees as closely as could be expected with the results of comparing the two classes of libraries. If all 42 libraries are compared by taking the difference in the circulation of fiction, or fiction and juvenile literature, before employing the two-book system and afterward, and supposing that all the difference falls on fiction, the following results will be obtained: In six libraries the circulation of fiction was increased by an amount varying from .4 per cent. to 4 per cent. In four libraries the circulation of fiction remained unchanged, while in the remainder the percentage of fiction was reduced by an amount varying from 1 per cent. to 20 per cent. of the total circulation. The average change in the percentage of fiction by adopting the two-book system is almost exactly 3 per cent.

We cannot, therefore, be far wrong in asserting that in libraries employing the two-book system the percentage of solid literature in the total circulation is from 3 per cent. to 4 per cent. greater than in libraries using the one-book system. That is to say, such libraries circulate from 15 per cent. to 20 per cent. more of solid literature than do the others.

Such average statistics as these are more or less misleading, though they may fairly represent the minimum result which the two-book system is capable of reaching. They are misleading for several reasons: First, the averages are deduced from numbers which vary considerably. The amount of fiction in adult reading ranges from 43 per cent. to 90 per cent. in the two-book libraries, and the range in the other libraries is just about the same. Yet it remains true that whenever libraries are compared, whether they are classed by size, by circulation, or by locality, the percentage of fiction in the two-book libraries is the smaller. As an example of grouping by locality, I may instance the following: The three states Ohio, Michigan, and Illinois, reported 15 two-book libraries, in which fiction is 50.5 per cent. of the total circulation, and 18 one-book libraries, in which fiction amounts to 57 per cent. of the total circulation. The minimum percentage of fiction in each case is Cleveland, with 40.6 per cent. for the two-book libraries, and for the others, Chicago, with 40.8 per cent.

A second source of error lies in the impossibility of knowing the relation of the supply of books, especially of new books, to the demands of the community, yet this relation has an important influence upon the character of the circulation. The great city libraries aim to provide all books needed and in a number of copies, considerable if not sufficient. It is interesting to see that the tendency here is to a more uniform character of circulation and to a lower percentage of fiction.

Two-book Libraries

	Circulation	Fiction
Cleveland	783,000	51% of adult reading.
Milwaukee	417,000	45% " "
Minneapolis	559,000	58% " "
N. Y. Free Circ. Library	973,000	54% " "
St. Louis	551,000	78% incl. juv. fiction.

One-book Libraries

	Circulation	Fiction
Jersey City	416,000	80% incl. juv. fiction.
Detroit	464,000	60% of adult reading.
Chicago	1,216,000	53% " "
Los Angeles	571,000	49% " "

In the above list the libraries show a percentage of fiction ordinarily much below the average, and it would seem probable that when books are supplied freely and in sufficient number of copies, the percentage of fiction in adult reading will be from 50 per cent. to 60 per cent. It can hardly be supposed that in these very large libraries the attendants are able to influence greatly the choice of books on the part of readers, and these figures ought to represent the natural tendency of adult readers, as far as such returns can do. A considerable proportion, therefore, of the excessive circulation of fiction in smaller towns may fairly be attributed to the necessarily larger relative supply of this class of books in the libraries. In the smallest libraries, where the supply of new books is very limited, the percentage of fiction may be very small, or very large, according to the nature of purchases. The lowest reported is 25 per cent. This effect of the quantity and the selection of books on circulation cannot be eliminated from the returns. A third error arises from averaging together the returns of libraries in which the two-book or the one-book system may be administered vigorously or inefficiently. On the whole, this error tends to the disadvantage of the two-book libraries, since the success of that system depends greatly upon the vigor of the administration. It should further be noted that the difference between the libraries using the two systems is by no means due to the effect of the two-book system alone. This point will be illustrated in a later section.

Possibilities of the Two-Book System.—So far, I have dealt with averages only, but the results which can be reached under a system are more important than average results obtained. I propose, therefore, briefly to speak of the results reached in several of the libraries from which I have received more complete returns. Perhaps the most noteworthy result is that of Helena, Mont. In this library the circulation increased from 63,000 to 80,000, an increase of nearly one-third and wholly due to the increased reading of books other than fiction. Fiction, indeed, declined from 50,000 to 49,000. The change was brought about not merely by the adoption of the new system, as is shown in the following extract from a letter:

"You will see at a glance that there has been in the last two or three years a remarkable reduction in the percentage

of fiction read from this library and that reduction is more remarkable in case of the young people than otherwise. This has come about from effort and not as a matter of chance, although we have not been able to put forth all the effort that we have desired to exert for a better class of reading. There has been a remarkable increase in the percentage of the loans to young people as compared with the total loans for the library. We have endeavored to put forth our special effort for the children and young people. As to the effect of the two-book privilege, one can only judge in a general way from observation; statistics cannot tell the story fully. It has had a striking effect on the character of the reading, I feel quite sure, but this is not the only force that has been working for an increase in the use of the non-fiction parts of the library. About nine months ago a considerable portion of the loan department—all, in fact, except fiction—was thrown open, so that the public could go to the shelves to make their own selection of reading matter. This, I am sure, has had a great deal to do with the reduction in our percentage of fiction reading. Then there is another element that must be reckoned with, the element of personal helpfulness. Suggestion, advice, and skilful answers to questions have a great deal to do in guiding into good channels the reading of the community."

In Milwaukee 75 per cent. of the increase in adult reading (97,000) is in other classes than fiction. In Bridgeport, Ct., with an annual circulation of 146,000, the percentage of fiction and juvenile books has declined 11 per cent., and nearly the entire increase of circulation has come in the solid reading. In the Webster Free Library, New York, where the circulation has increased from 26,000 to 42,000, 15,000 of the increase has been in books other than fiction. In the New York Free Circulating Library, where the circulation has increased from 750,000 to 970,000, the circulation in fiction and juveniles has increased between 20 per cent. and 25 per cent., while 50 per cent. has been added to the circulation of reading other than fiction.

As examples of small libraries I may cite the following:

In Lancaster, Mass., the circulation increased from about 12,000 in 1894 to 28,000 in 1897, an increase of 16,000. During the same period fiction increased from 8000 to 8100. "It is the opinion of the librarian that the increase noted above is almost wholly caused by the adoption of the two-book system." In Canton, Mass., the two-book system was introduced in May, 1896. "The percentage of fiction had been between 93 and 94.

Since the introduction of the system the percentage has been slowly but steadily declining, reaching 83.8 in November, 1897. Lancaster is a manufacturing town and the patrons of the library are mainly of the laboring class. The circulation has increased little, if any." (Circulation 19,000.) Windsor, Vermont, has an annual circulation between 8000 and 9000, and estimates its "live books" at 7500. The report from this library extended over eight years; four years before the adoption of the two-book system, and four years since. The average circulation of these two periods has increased from 8100 to 8400. The circulation of fiction has fallen off nearly 100 books annually, and that of other literature has increased more than 400. I have selected these examples from libraries of all sizes, not as indicating the greatest possible changes in circulation, but the changes which actually come where the librarians use care in the control of the circulation.

The Effect of Restricting the Character of the Second Book.—In most libraries only one work of fiction can be taken at once, and many libraries consider this restriction as absolutely essential. There are reported 23 libraries in which no restriction exists on the character of the second book taken. In 14 the percentage of fiction can be stated, and while it averages higher in these libraries than in others, it is not very much greater, and in many cases the percentage of fiction is below the average. I quote as of especial interest in this particular the letter from Lexington, Mass.:

[1] "Everyone was allowed to take all the books he wanted, though, of course, we had to look out for the children and a few others, so that they did not abuse the privilege. But I do not think this happened more than a dozen times in 12 years. There was no restraint put upon fiction, but the percentage rarely went above 60. For the last six months the children had access to the juvenile books, but I do not think the percentage of fiction increased on that account."

[2] "We make no restriction with the residents of the town as regards the number or character of books one may draw, provided the privileges of the library are not abused. We do not find that the system results in an increased use of lighter literature, but indeed quite the contrary." (Vols. 16,000, circulation 31,000, fiction 50 per cent.)

[1] Cary Library, Florence E. Whitcher, former librarian for 12 years.
[2] Marian P. Kirkland, present librarian.

The fact is, I think, that the public is not so wedded to fiction as to be unable to enjoy other kinds of reading when proper guidance is furnished by the librarian. I believe that the librarian in a library of moderate size makes far more difference in the character of the circulation than can be effected by any rule. I have no doubt that the rule helps the librarian, but, in the absence of a rule, the public will not rush to fiction unless the librarian is weak or incompetent.

Effect of the Method of Issuing Two Books.—In this matter statistics are impossible, but the choice of method is not without influence on the working of the system. If the object of the two-book system is to secure an increased use of solid literature, the general rule should be to adopt the method which will be of widest application and will necessitate the least machinery. My own feeling is distinctly in favor of the use of one card, although I quite fully recognize that the use of either one or two cards presents certain administrative advantages and difficulties. It is evident that the form adopted by the Brookline library has served as a model for many others. A division of this card into a "general" and a "non-fiction" portion, or into "fiction" and "other works" (as in Brookline), or the use of a "fiction" and a "non-fiction" card, seem unfortunate, as such methods distinctly encourage the use of fiction. One librarian employing two cards mentions this difficulty and cites the case of a boy applying for two cards, "one for fiction and the other for truth." If the charging system of the library is such that the card must be divided, the divisions should be numbered, or otherwise designated by terms which will not indicate the character of the book drawn. Least of all should headings be used which imply that one-half of the books drawn ought to be fiction.

Opinions of Librarians.—I have received a very large number of letters in connection with the replies to my circular; many of them of great interest. I had hoped to include in this paper numerous extracts from these letters, but the length which it has already reached forbids me to do more than briefly to summarize some of the most important points.

Most of the opinions that I received regarding the two-book system were favorable; many of them were enthusiastic. From the libraries not employing the system, I received 25 favorable

opinions regarding it, many librarians stating that they were considering the adoption of the system, or had already recommended it. Of course, unfavorable opinions were also received, though their number was small, not exceeding a dozen. Most of the unfavorable judgments were based on the supposition that the use of the two-book system would involve a great increase in the reading of fiction, an idea which my statistics show to be erroneous. Two or three librarians only were strongly opposed to the system on principle. The most vigorous protest came from the Mechanics' Library, New York, whose librarian regards the system as "in the nature of a fraud and expressly devised to get a larger grip on the public pap." He thinks the circulation thus produced is fictitious and the morality artificial, and regards the system as a fraud and a delusion. On the other hand, the librarian of the Webster Free Library, also on the East Side of New York and working chiefly among the very poor, speaks enthusiastically of the effect of the system in directing his readers to serious literature, and closes by saying: "By all means use your influence for the two-book and open-shelf systems." Other unfavorable opinions are based on the alleged hopelessness of reforming the inveterate novel reader. From Vermont and from Illinois I received the statement that "inveterate novel readers read nothing but novels, and lovers of good literature never read fiction," so that the two-book system is useless except as increasing the quantity of reading.

Many librarians emphasize the great use of the system in extending the amount and improving the quality of reading on the part of their younger patrons, especially those of high-school age. One librarian states, "nearly all of the children eagerly claim the second card and make a very intelligent use of it. It has done more for the use of the library by the schools than the teachers' card." (Brockton, Mass.) Similar statements have been received from all parts of the country, from Massachusetts to California.

Somewhat more important perhaps are those letters which urge that the two-book system by itself is of little profit, but must be made a part of a serious attempt on the part of the librarians to improve the quality of their patrons' reading. One writes, "We help in the selection of books in every way possible, trying to lead into biography and history from historical fiction."

(Akron, O.) Another says that the two-book system of itself produces little effect; the change "is in large measure due to the methods we adopt to call attention to and emphasize the value of books of solid worth. (Butte, Mont.); another, "I have introduced the two-book system, recommending what I think will interest. My idea is to make the influence of the library felt." (Johnstown, R. I.) This whole matter is well summed up in the words, "It is the personal work of the attendants at the desk that counts more than anything else." (Bloomington, Ill.)

Since my circular called attention to a possible increase in the circulation of fiction by enabling those who read solid literature to add a work of fiction, many librarians specifically mention this point in their replies. I think, without exception, the statement was made that the result of the two-book system has been to increase the use of the solid literature rather than to alter the character of the reading of those who enjoy literature from other classes than fiction.

It is hardly necessary for me to use much time in elaborating the conclusions which may be drawn from my inquiry. No one can examine in detail the statistics that I have brought together without seeing clearly that there is no magical charm in the two-book system as a system by which the reading of the community will be improved. It is quite possible that under this system the amount of fiction read will be increased rather than diminished. It is quite possible that the system, so far from extending the range of literature read by the patrons of the library, may tend rather to narrow it. Such a result may well be reached when the privilege of receiving two books is used without care and without discrimination by the librarian—when it is worked simply as a mechanical system. Under such circumstances it must fail—it ought to fail. In no department of education can success be reached by a system which is mechanically administered. Educational success comes from the living influence of the educator.

But the educator can be greatly aided or hindered by the methods employed, and the statistics and the opinions of librarians which I have received make it clear that the two-book system forms an important aid to the librarian who is endeavoring to use to the full his influence as an educator, affording

him an easy method of introducing his patrons to new ranges of literature. Intelligently and sympathetically employed in connection with the other educational means which the library affords, it is one of the most important aids to the library in performing its highest service to the community.

WHAT THE AMERICAN PEOPLE ARE READING

Books should be made available not primarily to make one's business more effective—however important and desirable—but to make the individual more effective in his personal life. On the assumption that man is better for knowing more, the reading of books in general was made a subject for discussion in the September-December, 1903, number of the *Outlook*—part 2 being a librarian's experience. This was contributed by John Cotton Dana, librarian of the Free Public Library, Newark, New Jersey.

A sketch of Mr. Dana appears in Volume 2 of this series.

The American people have doubled their consumption of newspapers and periodicals in the last ten years and quadrupled it in the last twenty. Libraries have more than doubled in number in twenty years, and have quadrupled the volumes on their shelves in the same time. They now lend perhaps a hundred million novels in a year, with twenty-five million books of other kinds. Things to read and readers to enjoy them increase in ways we scarcely note, and with results none can estimate. If man is better for knowing more, then no generation has matched our own in excellence. To be informed is not the same as to be wise; but certainly it is a step away from ignorance.

Every roadside fence is now a primer for the passer-by, every trolley-car a first reader to the traveler, and every hoarding a treatise on zoölogy, manufactures, and social problems. To-day, most read a little, if only the signs and posters; some read newspapers—probably ten to twenty millions of the forty millions who could read them if they would. A few read novels; if the most popular novel finds only a million buyers in a country where forty millions could read it if they would, who can

say that novel-readers are more than a few? A very few, possibly two or three millions, read standard literature and serious contributions to thought and knowledge. Surely, the procession of readers grows larger every year, relatively as well as absolutely. The change in the character of what it reads, of this much can be said, little can be proved. The penny-dreadful and the Beadle of delightful memory led the way to the nickel library and the copious chronicles of the little things of home. Alonzo and Melissa have their successors on every news-stand, and "Scottish Chiefs" still give us blissful thrills, with no change of scene or costume and with slight deference to the latest fashion in dialogue. The best poetry seems to follow old models, and, as ever, there is little of the best, and that little, little read. Gibbon wrote good history long ago; Darwin put forth the great book of science before most of us were born; and we get good histories and good science still. But now, as then, their readers are few.

The reading from the Newark library is probably fairly typical, in its distributions among the several classes, of that from public libraries throughout the country. In the last ten years young people have come to form a greater proportion of the borrowers, taking now nearly a third of all books lent. Like their elders, the children are fond of story-books, and select them seventy-four times out of a hundred. Adults read seventy novels to thirty other books, showing an apparent increase in the popularity of the "other books" of about forty per cent. in ten years.

Some complain that our natural history runs now to sentiment, and that the sentiment is only a little less false than the natural history. Glory be to the sentimentalist none the less. The librarian now enjoys with the teacher the sight of countless thousands of children eager to learn of the joys and trials of those other children of the wild. Thus sympathy comes and interest with it, and the habits of kindness and gentleness follow after. Every public library in the land is to-day a whole Kindness-to-Animals Society in itself, through the books of nature stories on its shelves.

The geography of the schools is a far broader subject than it formerly was. The teacher now supplements the text-book in a hundred ways. She calls on her public library for all that

can throw light on the country under review, and travels written to attract the young are her especial delight. Yet our figures show no increase in travel reading. This awaits explanation.

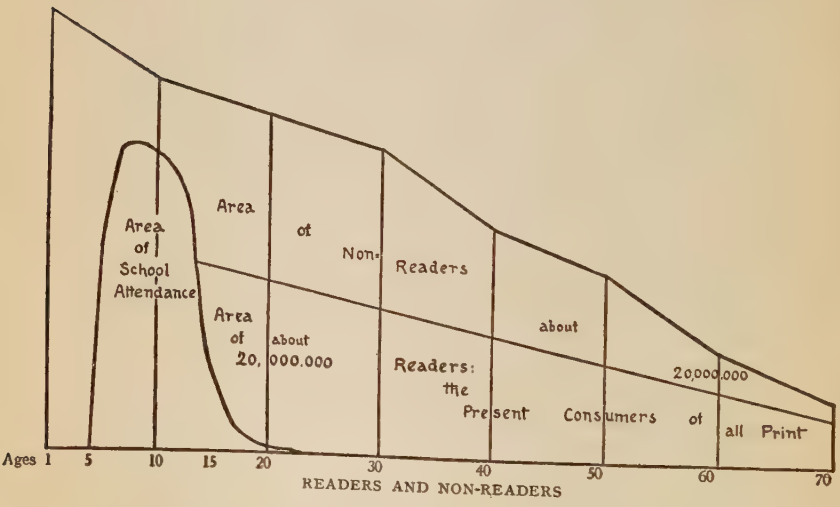
Where our people took one hundred books on social science ten years ago they now take one hundred and ninety. This is not due to a greater interest in partisan politics, which in libraries goes chiefly with history and biography. The newspapers seem to give the people a surfeit of party platforms, issues, and candidatorial platitudes.

Of history and biography the use among adults seems not to increase; but children call for them, and have raised the total lendings in ten years by seventy and twenty-four per cent. respectively. This is encouraging to the librarian, even though he knows he must chiefly thank his helpmeet the teacher for the change. From the historical story which the writer of boys' books weaves about Ticonderoga and Ethan Allen, to a biography of Allen and a history of the Revolution, is an easy step, under a teacher's guidance. Moreover, with us in Newark, the child of foreign parents, still speaking his mother tongue at home, is eager to know of his new country, and calls for books of history and biography—real, true things he wants—where the American boy more often asks for stories. This phenomenon is not yet fully explained. It is observed in all libraries near centers of foreign population. It is one aspect of that astonishing assimilative power which our country possesses, and uses, almost unconsciously, to mold to its own ways all who come within its influence.

But, after all, the change in reading for the better, as library statistics demonstrate it, is rather slight. The figures seem to indicate a drift from overmuch of literature of feeling—the novel—to literature of thinking; from emotion to judgment. They suggest it only; they do not demonstrate it. Such a change cannot be expected. None the less, we may find much cause for congratulation in the present situation.

I have made a diagram illustrating the print-using habit in the life of our people. If read from left to right, the whole area represents the whole population of the United States. Its height represents, at the extreme left, all persons living who are under one year of age, and then, passing to the right, all those

of each successive age, up to seventy, as indicated by the numbers at the bottom. The heavy curved line is the line of school attendance. School begins to gather in the children when they are four; at seven it holds, for a time each year, seventy per cent. of all of that age. Nearly all who enter remain until they are from ten to twelve. Then they begin to leave in large numbers, and hardly more than thirty per cent. enter the high school at fourteen or fifteen, and the merest fraction enter college at nineteen or twenty. This tells the story. We scarcely do more than teach our children to read.


Area of School Attendance
Area of Non-Readers
Area of about 20,000,000 Readers: the Present Consumers of about 20,000,000 all Print
Ages 1 5 10 15 20 30 40 50 60 70

READERS AND NON-READERS

Between those who read much and those who read none there is of course no such hard and fast line as I have suggested. There are but few who do not read at least the signs on the street-cars or the posters by the country road. But reading, even in a very broad sense of the word, has not yet become a universal habit. Those who teach, those who read many things themselves, those who write books or contribute to newspapers, all associate chiefly with reading people. They see countless opportunities for reading thrust under the eyes of every one. They consider the newspapers, the schools, the libraries, their own children, their own associates, and they

conclude that every one reads. Then they take note of the character of the print which confronts all eyes, the yellow journal, the trifling novel, the flimsy magazine, the nickel story papers, the torrent of that literature which they scorn, which rarely gets even the compliment of condemnation from even the most trivial of literary journals, the literature of the submerged ninety per cent.; and, viewing all these things, they conclude that not only does every one read, but that most read wretched stuff, and that the reading public's taste steadily deteriorates. Whereas the situation in fact is this: School attendance grows steadily larger every year, relatively as well as absolutely. In includes more of the children of five and six. It gathers more of the four and five-year-olds. And especially does it hold in school more children as they come to the working ages of twelve, thirteen, and fourteen. This means that every year the million who leave school have had a longer training in print-using. At the same time, through school libraries and public libraries, and a wiser use of good literature for reading lessons, these million have each year more of the reading habit and a better taste. Most of them have, however, not passed the sixth grade. Most of them come from homes where no reading is done. Most of them go at once into fields of work where reading is not a habit and "literature" is an unknown word. And to these we must add the many thousands who do not pass through the school area at all, not even for a few short years. We have, then, coming to-day into this vast kingdom of print—so appallingly vast, so depressingly commonplace—a procession with the same general characteristics it has long had: a handful of college graduates, a larger group of high-school graduates—combined, not ten per cent. of the whole—and a rank and file which reads very little, and that with difficulty. The procession, I say, has the same characteristics it has had for several generations past; but it is larger, vastly larger, and grows larger every year. The demand for something to read comes now from millions, formerly from a few thousand. They demand reading suited to their capacities and tastes, and the supply comes forth. The bill-board, the penny paper, and the five-cent dreadful, these are their third and fourth readers, their literary primers, their introductions to better things. In reading them they are teaching themselves and improving themselves, and in almost the best possible way.

They get what they wish, they read with interest and pleasure, they take profit therefrom. Moreover—and this is the other weighty fact in the case—they steadily improve in their choice. The chronicle of the growth of clean and wholesome journals, daily, weekly, and monthly, in the past two decades is just as wonderful in its way as that of the growth of those yellow papers which make us cringe.

Cheap and loud newspapers will go on increasing in number. The better papers will do the same. The day of the newspaper is yet to come. In twenty years we, as a people, will consume many times the daily print per capita we now take in. Books also will multiply. Novel-reading is in its very infancy. And so of other fields. Meanwhile the library, on the one side, joins forces with those who work in the field of school attendance, and helps to give the youngest product of the schools at least a glimpse of the pleasures and profits of good books. On the other side, it tries to make itself, as it were, the universal journal, the newspaper of all times, the handy book of reference for the worker and the laboratory of the scholar.

OPEN SHELVES

It is always difficult to trace historically the absolute origin of any practice. Shelves of small libraries were open at an early date but the first Free Public Library reported as having open access as early as 1879, was the Pawtucket, R.I., Free Library. The Cleveland Public Library seems to have been the first in which open access was introduced on a large scale. Beginning in April 1890, the reports indicate that the practice had been successful and that the circulation was thereby increased.

In a discussion of free access at the Conference of Librarians held in London, October 2-5, 1877, the majority of those who spoke on the subject condemned it. Partial free access was approved by those who spoke on the subject at the A.L.A. conference in 1888. Most American libraries then restricted access to certain classes of books and some to certain hours, but the general verdict was against access to fiction and juvenile books. Six libraries that had tried free access reported abandonment of the plan by 1894. The opening of The Free Library of Philadelphia, in which access was from the outset entirely free, gave it great impetus.

A recapitulation of papers and addresses by librarians whose libraries have open access shows the chief problems in this connection have been in regard to extra wear and tear, losses, extra cost and the admission of children. In many cases losses, misplacements and other drawbacks have been outweighed by the feeling that the library should be made thoroughly accessible and administered with a view to general utility.

ACCESS TO SHELVES

After a half century's familiarity with libraries of all kinds, Thomas Wentworth Higginson thinks that one of the great changes to be made in the libraries of the future relates not to the collection of books, but to their distribution. Problems of the collection have been pretty well solved; the next one is to make them more useful. He lauds the open access library and mentions as large libraries carrying out the plan successfully, those of Cleveland and Columbus, Ohio, and the Boston Athenaeum.

The following report is an extract from an address before the Massachusetts Library Club, April 30, 1891, reprinted in the *Library Journal* of the same year.

A biographical sketch of Mr. Higginson is found in Volume 3 of this series.

I wish to give it as my strong conviction, after half a century's familiarity with libraries of all kinds, that the great changes to be made in the libraries of the future lie in the direction not of the collection of books, but of their distribution. The problem of collection is now pretty well solved. Once set a library on its feet, and contributions will flow to it; money, books, pictures, treasures of all kinds. This is especially true if it be supported by the public and so administered that the whole community regards it as its possession. On this side only patience and labor are necessary; and the ordinary problems of administration, though difficult, present only the kind of difficulty which the American mind readily solves. The problem of the future is not, therefore, to collect the library or to administer it, in the ordinary sense, but to make it useful. This problem is far more difficult and needs higher qualities; for it needs the faith to put confidence in the people, and the far-seeing wisdom to exercise that confidence to the best advantage.

What renders it certain that this vaster problem will be solved is the fact that all the tendencies of the last half century have been urging us that way. For fifty years I have seen the books of our larger libraries gradually emerging from their monastic seclusion, coming forth from their locked cases and their nun-like garb of brown, to meet human eye and human touch. What student near Boston has not revelled in the glorious liberty which you, Mr. President, have seen established in the Athenæum Library? Yet I can remember when, in its Pearl Street seclusion, the boldest youth would no more dare to take down a book in one of its alcoves than to adventure on a perilous flirtation with a Spanish nun. I can recall the time when no student ever personally handled a book in the Harvard College Library, for the most venerable or dingy volume was carefully swathed before it was handed to him in the customary suit of solemn brown. To-day there is a selected library of 4000 volumes—to be increased, I am told, to 20,000 whenever a new reading-room is erected—which every one of the two thousand students may use at will and practically unwatched, each personally taking down and handling any book.[1] More than this, any student or any citizen engaged in special research can have free access to the "stack" itself, the main library, where there are multitudes of volumes practically irreplaceable, and where he may handle every one. The number obtaining this easy privilege amounts now to four or five hundred, including of course the instructors of the university; a number greater than the whole body of students in my own college days. Yet the audible complaints as to loss or mutilation of books seems to me less, not only comparatively but absolutely, than in the days when the books were almost hermetically sealed from those few.

What is the key to this change? It is a very simple one. "Suspicion," says Sir Philip Sidney, "is the way to lose that which we do fear to lose." A similar change has been going on in our public schools as to the treatment of buildings. Our Cambridge School Superintendent, Mr. Cogswell, lately told me that in looking through the early records of the school committee he was amazed to find how much of the time of that

[1] [In justice to the librarians of a past generation it should be said that at least forty years ago, and perhaps more, there was a collection of between 2000 and 3000 volumes in the old reading-room of Gore Hall put at the free disposition of the students and not covered.—Eds.]

board was formerly taken up with efforts to protect the buildings from the pencils and the jack-knives of the pupils. We have now single buildings worth more than all the collected schoolhouses of those days; and yet, he says, the board has for years had no occasion to consider that subject for one moment. The better the building the higher the appeal to the child, the better the usage. It is the same with books. The librarian of a rural library told me that she was converted to the abolition of brown paper covers by noticing that the farmers put the uncovered books carefully under the wagon-seat for protection, but threw the covered books into the bottom of the wagon. It is so with the direct access to books. Nor will it avail to say that college students or Boston Athenæum stockholders are a picked class and that the people at large are less to be trusted. If there is a difference, the balance is the other way. Mr. Edward Capen, then librarian of the Boston Public Library, once told me, when some added restrictions were there proposed, that his judgment was wholly against them. He said: "The people who need watching, with us, are not the more ignorant public, those who have no place in their houses for a library and who do not wish to keep any book after reading it, but only to exchange it for another. Those who need watching" he said, "are the educated collectors, the men who have a gap in their own libraries to fill, or the specialists who have got at a rare bit of information and wish to monopolize it." Every librarian here understands this. In museums, I am told, there are visitors who could be trusted with a million dollars, but not with a rare fossil or a unique beetle. Even in the mere usage of books, education and social position are no safeguard. I remember a much respected lawyer in this city thirty years ago, of whom it was said that he would, as De Quincey says of Wordsworth, cut the leaves of a new book with the same knife that had just spread his bread-and-butter.

It is safe to predict that the great changes which the next twenty years are to see in the management of free public libraries will be all in the direction of the freer handling of books by their rightful owners, the public. This it is, and not any increased strictness, which is to bring down the ratio of fiction to a reasonable amount; this it is which is to make the public library a really liberal education. But to accomplish these

changes will cost the abandonment of many prejudices on the part of librarians and trustees; they must abolish brown paper; must abandon most of their locks and keys and make up their minds, if need be, that the loss of a few dollars will be amply repaid by the increased usefulness of the whole library. Our buildings will themselves be greatly modified. I already look with repentance on our new building at Cambridge, in which I had a hand; were it to be destroyed tomorrow, I would rebuild, had I the power, on a wholly different plan, following the magnificent example of the Columbus (Ohio) Library, where every alcove, excepting for the present fiction and "juveniles," is to be thrown open, as freely as the Boston Athenæum Library, to every resident of the city. It must never be forgotten, however, that the pioneer experiment was tried, not in the great city of Cleveland, but in the smaller manufacturing city of Pawtucket, R. I. For more than a year we have had in Cambridge in our reference library nearly two thousand books as freely to be handled by every comer over twelve years old as if they were in their own private libraries; and this without the loss or injury of a book, except in one instance, which I believe to have been accidental. The collection includes not merely cyclopedias and dictionaries, but valuable illustrated works and the complete writings of such writers as Scott, Irving, Thackeray, and George Eliot. Had I my way and were the building expressly arranged for the purpose, I would have the main bulk of the library open with equal freedom; and I believe that this could be done, as at Cleveland, without extra expense or the employment of additional assistance. No matter if it could not. This is what we are to aim at and gradually approach. This and nothing short of this will be the Free Public Library of the Future.

REPORT ON ACCESS TO SHELVES

This report on the progress of Open Shelves, was prepared by Dr. Bernard C. Steiner and Samuel H. Ranck of the Enoch Pratt Free Library of Baltimore, and presented at the Lake Placid Conference of the A.L.A., September 20, 1894. A series of sixteen questions had been sent to one hundred and thirty-five representative libraries. Replies were received from one hundred and five, and these with abstracts from others, are presented in the following paper.

A sketch of Mr. Ranck appears in Volume 1 of this series.

Bernard Christian Steiner was born in Guilford, Connecticut, August 13, 1867. He was graduated from Yale in 1888 and later took his Ph.D. degree at Johns Hopkins University. From 1891 to 1892 he was instructor in history at Williams College. From 1892 until his death on January 12, 1926, he was librarian of the Enoch Pratt Free Library, Baltimore. He was the author of several books and a contributor to various historical and geneologial periodicals.

We beg to submit the following report on access of the public to the shelves in libraries. A series of sixteen questions was prepared, which we believed would cover the field, and these were sent to about 135 of the representative libraries of the English-speaking world. From 105 of those libraries replies have been received—most of them very promptly.

The experience of libraries is such that it is impossible to present the results, with any degree of satisfaction, in tabular form. Therefore, abstracts of the reports of libraries, for the most part those that have had some experience in granting access to shelves, are given in detail.

On only one point are libraries generally agreed: The public will misplace books, not only occasionally, but always, or at least, "whenever they get the chance." Only four report that books are not misplaced, and in these there are special reasons; one of which is that the rule is obeyed, forbidding the public to return books to the shelves. In some libraries the misplacement is reported to be of no serious consequence, though it occurs frequently; and it is interesting to note that even library attendants occasionally put books where they do not belong.

Most libraries restrict access to certain classes of books, and some, to certain hours. Access to fiction and juvenile books is very generally denied, at least during the busiest hours. Nearly all libraries grant access to a few, and many, to all, or nearly all, reference books. As to the desirability of such access almost all are agreed. The practical difficulties in the way often prevent it. Of the libraries allowing access to the circulating department the general verdict is against access to fiction and juvenile books, which usually comprise from 75 to 80 per cent. of the total circulation. In this connection it is interesting to note that three libraries (Alameda, Cal.; Ames Free Library, North Easton, Mass.; and Worcester, Mass.) report an increased percentage in the reading of books of the better class, and a corresponding decrease in the reading of fiction, as a result of allowing access to the shelves.

Six libraries that have tried access to the shelves in some of its forms have discontinued it. They are the following: Bangor, Me.; Kansas City, Mo.; Liverpool, Eng.; Lynn, Mass.; Rochester, N. Y.; and Springfield, Ill. To this list might be added the Mercantile Library of Philadelphia which has restricted the freedom of former years. The experience of each may be found in the detailed reports.

Twenty-seven libraries report access by permit of the librarian or board of officers. The greatest variety in the extent of this privilege is found, no two following exactly the same practice. Thirteen libraries allow free access and ten restricted access to the reference department. Of the thirty libraries reporting "no access" three have stated their reason to be "lack of room;" three "don't believe in it;" two cannot on account of the "present arrangement;" one, each, on account of "increased

expense," "insufficient help," "misplacing of books," and because "it does not seem possible."

But one large library (Cleveland, Ohio) reports unrestricted access of all persons, to all books, at all times, with the exception of a few medical and special books. The Apprentices' Library, of Philadelphia and the library of Galveston, Texas, report the same. We learn from annual reports, and know from personal observation, that there are others. For interesting opinions on the mater of access we would call attention to the detailed reports of Jersey City and Salem. As to types of libraries and forms of access the following reports may be mentioned: Alameda, Cal.; Auckland, New Zealand; Boston Athenæum; Carnegie, Braddock, Pa.; Clerkenwell, Eng.; Denver, Colo.; Hamilton, Ontario; Minneapolis, Minn.; Newark, N. J.; Princeton College; and Stockton, Cal.

The verdict of experience is that for the successful operation of general access, the stack system is not suited. Some form of the alcove arrangement is the only one that is satisfactory. Those libraries having general access have been obliged to adopt this arrangement, or at least find it most advisable to do so. High shelves, also, are found unsuited for general access. In other words, access to shelves demands more space.

There is the greatest diversity of experience on the labor question. Some libraries find they can save the salaries of several attendants, while others find that more attendants are needed. The saving in salaries justifies the increased space and loss of books, in the opinion of some, and the greater satisfaction to the public counterbalances added cost of labor, in the opinion of others.

In a large library the labor involved in keeping books in their proper places is no small matter. The shelving now in use in the Central library building alone, of the Enoch Pratt Free Library is more than two miles in length. The expense and time involved make it practically impossible to verify the order of those two miles of books every day, much less "every morning while dusting." This library allows free access to nearly 200 dictionaries, encyclopedias, etc., in the reading-room. These must be placed in order every morning, and sometimes again during the day, by the attendant in charge. Though the

room is visited by hundreds of people daily, but one or two books have been lost in the history of the library. To the other parts of the library, persons desiring to consult a great number of books may have access, by obtaining permission from the librarian. The cases of access, however, are rare, as we prefer to send an almost unlimited number of books to the reading-room. With us the great disadvantage is the narrow space between the stacks, which prevents an attendant from passing through if any one is there at work.

The loss of books, while considerable in many instances, is not so general as always to be a serious objection. It depends on the community and the arrangement of the books. The same is true of the increased wear and tear.

The advantages claimed are: (*a*) The public better served, because they get the books they want and do it in less time; (*b*) the economy in administration, requiring fewer attendants; (*c*) a better class of reading. The disadvantages claimed are: (*a*) More space for books and consequently a larger and more expensive building; (*b*) misplacement of books; (*c*) loss of books; (*d*) increased wear and tear of books; (*e*) expense in administration, requiring more attendants; (*f*) general confusion in the alcoves, loitering, etc.

From the detailed reports it will be noticed that, as a rule, the time of trial in most of the larger libraries granting access is comparatively short, much less than the time of trial of those libraries that have discarded the system.

The facts brought forth by this report seem to indicate that satisfactory results of access to the shelves depend almost entirely on two factors: (*a*) Arrangement of books so that a large number of people may move about freely without causing confusion; (*b*) the character of the users of the library, which must include honesty and the exercise of a reasonable amount of care and good sense. It is obvious that these factors can be dealt with much more easily in a small, than in a large library; and each library must deal with them in its own way. The library must be administered for the good of all its patrons, and we believe that while good results would be obtained in some instances by extending the freedom of access, in others the usefulness of the library would suffer.

Abstracts of Reports

Alameda (Cal.) Free Library. 16,724 v. The 15th annual report of this library contains the most glowing account of free access we have seen. The number of volumes issued for home use for the year ending May 31, 1891, was 45,645; 1892, 51,332; 1893, 57,949; 1894, 101,404. The last year the library had free access, and most of the time the entire desk work was performed by one assistant. The year showed a decrease in the demand for fiction. Of the total issue of books for the year 48.3 per cent. was fiction, 18.4 per cent. juvenile, 33.3 per cent. other classes. The preceding year, under the old system of delivery, the figures were as follows: Fiction, 62.8 per cent., juvenile, 26.3 per cent., and other classes 10.9 per cent. "The public has shown its appreciation of the confidence reposed in it, and of the great and undoubted advantages of the new system over the old, by seeing to it that out of over 100,000 books issued for home use, 39 only were missing."

Ames Free Library, North Easton, Mass. 13,731 v. Access has been granted to a very limited extent since its opening in 1882. More freedom given since the fall of 1892. Permission of librarian required; usually desired by students. "Would certainly need *more* clerks if it were often applied for." Replacing books on shelves generally forbidden, because books are so often misplaced by those of the public having access to them. It seems to encourage the public to read a better class of books, but at the same time increases work for the librarian.

Apprentices' Library Co., Philadelphia. 16,200 v. For eleven years this library has granted access to the shelves. There is absolute freedom. Books are misplaced and shelves must be gone over twice a day for fiction, and 2 or 3 times a week for the rest of the library, to get books in order. On the whole, open shelves are most desirable.

Auckland (New Zealand) Free Public Library. 28,000 v. A reference, with lending library attached. Incunabula and large art works only are kept under lock and key to be given out when asked for. The public forbidden to replace books on the shelves, which are roughly scanned over every morning for one hour by two assistants, to keep the books in order. The

increased wear is about 2 per cent. for books in leather and 5 per cent. for cloth. 40 to 50 shillings would cover the yearly loss. "Every inducement is given here to the people to enter the library. There are no barriers in the way, not even compelled to sign the visitor's book. We have not found the library abused in any way by its free and open facilities to all."

Bangor (Maine) Public Library. 36,408 v. Access granted only in case of books too large to be carried to the reading-room. "The loss of 500 books in 2½ years by theft, and disarrangement of books on the shelves, caused the closing of the shelves to the public in 1876. We have not since thought it advisable to repeat the experiment."

Berkshire Athenæum, Pittsfield, Mass. 23,000 v. Access granted under favor or by request. "Those who request access to the shelves are almost invariably those of sufficient intelligence to use books properly. To such persons the utility of the library is immeasurably enhanced by free access to the shelves."

Boston Athenæum, Boston, Mass. 183,000 v. Unrestricted access to the shelves is granted to all persons who have a right to use the library, the families of the owners of the 1049 shares and, in addition to these, about 800 persons who have cards of admission from the proprietors. Free access has been the practice since the foundation of the library. The only exception is the collection of newspapers and one locked room where particularly valuable books are kept. Access to the shelves has no necessary effect on the capacity of the library, but it makes high shelves most undesirable, and a stack system less convenient than an alcove system. The number of delivery clerks and runners for books is much less, as most people prefer to go to the shelves themselves and pick out what they want. Readers are requested not to return books to the shelves, but they are just as likely not to observe this as to do so. The misplacement of books is not such as to produce any serious inconvenience. The shelves are gone over carefully with the shelf-list every year, but the attendants are always on the look-out for misplaced books and put them right. The privilege of going to the shelves directly is considered the distinguishing and principal advantage of this library, and the withdrawal of it would be considered by the proprietors as taking away what is half the advantage of owning a share here. People can be

helped much more effectually in this way to find what they want than if they had the catalogue alone to consult.

Bridgeport (Conn.) Public Library. Access not allowed. "The subscription library which was the parent of the present free library permitted unrestricted access, and the results were altogether disastrous. In consequence of this, I think public feeling would be against open shelves, and with us there is no demand for them."

Brooklyn Library, Brooklyn, N. Y. 116,090 v. Access in special cases has been granted for 25 years or longer. Books are quite often misplaced and the shelves *"should* be examined every time they are used by an outsider."

Buffalo Library, Buffalo, N. Y. 73,000 v. For seven years some 2,000 reference books have been open to everybody. Access to other shelves is allowed to any person who has a good reason for examining a considerable number of books. "I think that if our library was constructed with reference to it, I should wish to make the admission to shelves more general, but I doubt the expediency of throwing them entirely open."

Cambridge (Mass.) Public Library. 42,000 v. Grants access now and then, but generally sends an attendant with the reader. Were the practice general it would require a rearrangement of the library.

Carnegie Free Library, Alleghany, Pa. 26,000 v. Shelf-permits are issued on application to all who are in search of solid reading. No shelf-permits for fiction. The construction of the stacks will not permit general admission.

Carnegie Free Library, Braddock, Pa. 10,000 v. Books in cases with glass doors, which trustworthy people may have unlocked so as to go to the books at any time. "The special advantage of our system is that it allows our readers to see the outside of the books and get some idea of size, etc., which seems to give them an indefinable satisfaction; that it exhibits, as it were, a classed catalogue of the books which are *in*; that it protects the books from dirt in an exceedingly dirty town; that it serves as an indicator to show whether the book wanted is in or out, and this saves the time of the attendants."

Chicago (Ill.) Public Library. 200,000 v. Access not granted. In the new library building it is proposed to have a large number of reference-books accessible to readers, but no access to the stacks.

Clerkenwell Public Library, London, Eng. 14,000 v. So far as we know this is the only public library in England that permits public access to its shelves in both the lending and reference departments. It has been tried in the reference department since 1890 and in the lending department since May 1, 1894. In the lending department admission to the shelves is "only allowed to borrowers who hold ticket vouchers," reference unrestricted, though the reference access is confined to directories, annuals, &c., "but will likely be thrown open all over, soon." It was necessary to change the arrangement of the shelves. The salary of one assistant saved, which will go a long way toward covering losses and additional wear and tear. The public may return books to the shelves and the misplacing of books is "hardly worth reckoning; but this is due to our special method of marking." Shelves are gone over morning, afternoon and night (ten minutes each time suffices) to get misplaced books in order. No loss discovered from May 1, to August 4, the date of the report.

Cleveland (Ohio) Public Library. 80,000 v. This library has granted access for more than four years; there are no restrictions, save that the medical cases and a special collection of about 100 volumes are not now open to boys and girls. It requires more room, but fewer assistants. Very few books misplaced; loss of books "more than double in four years." It is an economy. It increases the use of the library and renders it much more satisfactory to users, and more valuable. It is superior in every respect to the old plan.

Columbus (Ohio) Public Library. 20,000 v. Access has been tried five years, but not permitted to fiction cases, nor on Saturdays or busy hours. Scientific and historical books rearranged. Increases the use of the library and calls for more clerks. The public will misplace books eight times out of ten. No noticeable increase in loss, or wear and tear of books. Deem it a wise policy for assisting students and special workers.

Concord (Mass.) Free Public Library. 26,000 v. Free access to the reference department since 1873, and the past two years new books are kept on shelves open to the public, about three months. "Our loss is very small, but fully half of it comes from free access to the shelves."

Denver (Col.) Public Library. 20,000 v. "To every one if clean and quiet," the library grants access to all books except fiction (for lack of room), and "a few nice books." Requires more space and adds to the work. The public forbidden to return books to the shelves, but they do, and misplace them. Shelves should be looked after constantly to keep books in order, but manage to get along by going over them about once a month. Access is popular and "to keep the public away from the books is not one of the best ways of increasing the usefulness of the library."

Detroit (Mich.) Public Library. 125,000 v. The arrangement of the main portion of the library makes it impossible to admit the public freely on account of lack of space. Last November the reference-room, containing in addition to strictly reference-books, all Poole sets, patent specifications, &c., was opened freely to the public. Visitors instructed to leave books on the tables after using them. Always one or two attendants about the room watching. The privilege greatly appreciated, and, as far as known, no books have been stolen or damaged.

Fisk Free Library, New Orleans, La. 14,000 v. A reference library; reports small increase in loss on account of access to the shelves, but lessens library force.

Friends Free Library, Germantown, Pa. 17,500 v. Access to shelves not restricted except to cases containing valuable books. Juvenile shelves must be looked after weekly, to keep books in order. "Rather a decrease" in loss of books. Disadvantage arises from young persons who are not earnestly looking for information, but advantages outbalance disadvantages.

Gail Borden Public Library, Elgin, Ill. 15,000 v. This library does not grant access and the librarian says: "We have the vanity to believe that we can suit our patrons better than they could do it themselves—and I think that *might* be true generally of small libraries."

General Society of Mechanics and Tradesmen (Apprentices' Library), New York City. 100,000 v. For more than 31 years this library has granted access "to any who has a good reason that commends itself to the librarian." Books often misplaced by employes. Of inestimable advantage to students—"decidedly opposed to allowing the general reader to use it as an excuse for laziness."

Grand Rapids (Mich.) Public School Library. 38,500 v. Access granted only to teachers, except reference department, where any one may have access to the shelves. Arrangement of circulating department makes free access impossible.

Hamilton (Ontario, Canada) Public Library. 21,175 v. Access to all books, except fiction and juvenile, to those who ask for it. General admission would require more space. Access requires less force. Books occasionally misplaced, but no increased loss. The librarian is a strong advocate of access, with proper restrictions. "Experience leads me to state that a comparatively small library, if carefully classed and with fairly free access to the shelves, will confer as much practical good on the community and give greater satisfaction to readers, than a library twice its size which is not classified, and in which access to the shelves is practically prohibited." Extract from notice: "Take only one book at a time from the shelf, and replace it in its proper place, or give to library attendant to replace. Be very particular about this."

Hartford (Conn.) Public Library. 40,000 v. Access granted since opening as a free library, Sept., 1892, to all shelves except novels and children's books. "Our boys misplace more books than the public." Never publicly announced, but practically any one may go to the shelves for purposes of study.

Howard Memorial Library, New Orleans, La. 22,000 v. Access granted whenever it will be useful to readers, only about 30 per cent. of whom are students; the rest enter to fill up time. Public forbidden to put books back on the shelves, because they misplace them "whenever they have the chance."

Indianapolis (Ind.) Public Library. 55,513 v. Access granted upon application to librarian, to any books except fiction. "Our plan benefits those who really need to use the

shelves, while the other people are deterred from seeking the privilege simply because they have to ask permission."

Jersey City (N. J.) Free Public Library. 42,051 v. "In rare cases, where the privilege is asked, we allow the applicant to visit the shelves under the guidance of an attendant." Free access is given to all books in the reference room. The whole library is inspected for misplaced books every Wednesday. Attendants are instructed to show borrowers as many books as they desire to see at the delivery counter. "A library's efficiency is determined by the rapidity with which any one of its thousands of books can be produced, and placed before the applicant at the delivery counter or in the reference room, and this can only exist where every book is in its proper place on the shelves." A great many people know what they want when they come to the library and they will suffer from the delay.

Kansas City (Mo.) Public Library. 20,000 v. "We tried the experiment, for a few months last winter, of placing the new books on a table in the delivery room, for the public to see and handle. The experiment was not a success, as we had about thirty books stolen during that time."

Liverpool (Eng.) Free Public Library. 105,280 v. "Some years ago, in the reference library, a number of shelves were stored with dictionaries and other books of reference to which the public had access; but after some eighteen months' trial the privilege was withdrawn, owing to thefts, to people loitering before the shelves, and to the misplacing of the books after consulting them."

Los Angeles (Cal.) Public Library. 36,000 v. Access granted to teachers and specialists, except on Saturday afternoon. Use is limited to some 500 people. Want of space between stacks prevents general access—"the *only* plan if one has space," but would not have access to fiction.

Lynn (Mass.) Free Public Library. 49,000 v. For three years the library has granted access to the shelves in the reference rooms. Shelves are inspected daily for misplaced books. Increased wear and tear is considerable, 15 per cent. at least. A great accommodation to people who wish to examine books

without reading them. Do not believe in admitting the general public to fiction and juveniles.

Milwaukee (Wis.) Public Library. 74,077 v. Access allowed in reference library only. "We shall hope to try, at least for certain hours of the day, access to shelves when our rooms permit." Arrangement not suited for general access.

Minneapolis (Minn.) Public Library. 70,000 v. The library was built for access to the shelves. A shelf-permit is given to every mature person having a library purpose. 677 such permits issued for 1893, twice as many as in 1892. Fiction alcoves open to public only at slack times. The public not allowed to put books back on the shelves, which are constantly watched to keep books in order. No increase in loss of books, and wear and tear rather diminished by doing away with carrying a long distance to the reference room. "Great advantages—no disadvantages."

Newark (N. J.) Free Public Library. 46,319 v. Access to the shelves of the reference department has been in operation five years; other departments (except fiction) two years. The privilege is denied on Saturdays from 1 to 8:30 p. m. The arrangement, capacity of the library and number of delivery clerks, has not been affected by granting access. The public may return books to the shelves and they do "not very often" misplace them. No increase in loss or in wear and tear of books. The books are placed in order "every morning by messengers while doing the general dusting." "The system is a great advantage to readers."

New Brunswick (N. J.) Free Public Library. 12,471 v. Access within certain limits has been in operation one year. Readers excluded from fiction shelves. Slight changes in arrangement were necessary. Public may return books to the shelves. As to loss and wear and tear, "cannot tell till longer trial is given." "All departments, and all classes of books except fiction, should be open to the citizens. It has given much satisfaction here."

New York City Y. M. C. A. Library. 42,000 v. Access granted at discretion of librarian, to persons known or introduced, for a period of thirty years or more. Height of shelves

should be reduced for public access. Some increase in wear and tear, but little or no increased loss. "Access to shelves must be modified by circumstances, location, class of readers, object of library, etc. No general rule can be given."

Oakland (Cal.) Free Public Library. 25,000 v. This library has wire doors to the cases. The public can see the books, but not handle them. It has been in operation 1½ years and it has increased the patronage of the library, as well as the force.

Otis Library, Norwich, Conn. 19,181 v. Access to the shelves since 1891, to all classes except fiction. No additional capacity or service needed. The public misplace books sometimes, but not very often. Shelves looked after about once a week. "The advantages to special students, teachers, and even general readers seem to me too obvious to need explanation. The disadvantages are trifling in comparison, being only displacement of books, slight additional risk of loss, and possibly a little more wear and tear."

Philadelphia (Pa.) City Institute. 42d Annual Report, March 26th, 1894. "We again commend to all free libraries the practice of keeping the doors of the book-cases wide open and unobstructed by wire netting or wooden fences, so that visitors or readers may have free access to the books during the hours the libraries are open, and have the privilege of selecting books, they may desire to examine, without being obliged to call upon the librarian. This privilege to the reader is a great convenience and makes him feel that to some extent he is the custodian of the books and responsible for their safe return to the shelves. No library without this privilege can really be called a free one."

Philalelphia (Pa.) Mercantile Library. 172,000 v. "Until three years ago all members had unrestricted access, at all hours, to the cases, excepting a few that contained books of special value. Now, regular members have such access on depositing 25 cents for a key." Free access requires more room. "Since the railing was put up three years ago the same force has kept the books in better order." Some time every day is devoted to putting books in order, which are often misplaced. "A general advantage to students, but of little to the general reader. I think the damage outweighs the good."

Philadelphia (Pa.) Public Library. (Four branches.) 45,000 v. "Does the library grant access to the shelves?" "YES!!! *ab initio!!*" Some books withheld from children, the only restriction. "Would require at least three more assistants in each branch, if shelves were closed. Books are often misplaced, hence the shelves are inspected "at least once a day." "Increases wear and tear very much." "People *read* what they choose from the shelves. They are attracted by looking over a book which they would never think of choosing from a list."

Princeton College Library, Princeton, N. J. 95,000 v. For the last three years all registered borrowers have access to the shelves on signing a "blue" alcove admission slip and leaving it at the desk. Something of the kind has been in use "off and on" for twenty years. Users often misplace books and the library thinks of forbidding them to put books back on the shelves. The "boys" when not otherwise occupied are straightening books on the shelves.

Providence (R. I.) Public Library. 63,355 v. "We do not supply the privilege of access to the shelves, in the full sense. However, we place several thousand volumes, which are works of reference, on open shelves in the portion of the public room outside the counter, where access is free. We also place on open shelves in the same part of the room all the new books, for 12 weeks back; putting in a new lot each week and taking out a lot 12 weeks back. These begin to circulate as soon as they are placed there. We also several years ago, began trying the experiment of making access to the shelves in one department of the library—fine art—free. This has worked well; it has a room by itself. In all three of the above instances we have to 'verify the shelves' each morning, to see that the books are in the right order. In the new building which we are planning to erect soon, we hope to embody as much of the Newberry library principle as is practicable under our conditions."

Rochester (N. Y.) Central Library. 23,000 v. Access only to encyclopædias, dictionaries, etc. "Until 1892 the public had access to the shelves. We were losing books, books were misplaced, which were almost the same as lost. We reorganized the library, adopted the Dewey classification, catalogue cards,

etc., and put up railings around bookcases, alcoves, etc. The books on the shelves are kept in perfect order, and the people do not complain. We no longer lose books off the shelves."

St. Louis (Mo.) Mercantile Library. 88,000 v. "Access to main book collection only granted to those engaged in serious research. Our membership does not include many advanced students or thorough-going scholars. If possible, would have a selected library of perhaps 20,000 vols. in a public room, alcove system, with free access. This collection would be constantly weeded out and added to, the object being to give unrestricted access to the 20,000 books 'best' for our readers. The other books to be kept in stacks—no access."

St. Louis (Mo.) Public Library. 92,000 v. Access granted to about 30,000 vols. in the several reference-rooms and to the juvenile collection. "During school term juvenile collection restricted to the hours from 3 to 6 p.m., and from 9 a.m. to 6 p.m. during vacation." Any one giving a good reason may go to the shelves of the circulating-department. Little or no friction; plan not tried long enough to draw conclusions.

Salem (Mass.) Public Library. 30,000 v. Access allowed only in the reference department. "I think, in the ideal system, readers at a library will be served as are customers in a store, by clerks thoroughly posted as to the stock on hand. There is no reason why the public should be allowed to pull over the general stock. They do not in that way come any nearer to having their real needs supplied. They are as apt to get hold of the antiquated, or unsuitable, as much as when they select from the catalogue. One librarian who admits to the shelves tells me that readers select the dirtiest books. There may be bargain-counters of new books and those to which the librarian wishes to call special attention; and here the public may be allowed to handle freely."

Scranton (Pa.) Public Library. 22,000 v. Free access to about 4,000 vols. in reference department and reading-room. Books for circulation are in stack-rooms. Individuals specially desirous are granted the privilege of going to the stacks, exceptionally. Narrow aisles would not admit general public. In the reference department books are misplaced more often than

correctly placed; shelves verified weekly; an occasional theft; and increased wear and tear, "perhaps one or two per cent." "Would gladly grant free access to the circulating department if our quarters could be so arranged as to admit of it. I believe, however, that such would not decrease number of attendants, but rather require more, if anything. It entails endless work in going over the shelves day by day, if the desired freedom of access is granted."

Springfield (Ill.) Public Library. 24,437 v. Access not granted "except to pastors of the city churches." "Years ago the library lost too many books by giving free access, to try the plan again."

Springfield (Mass.) Public Library. 87,000 v. For several years access has been granted to some extent, for special purposes. "We place all new books, when ready for circulation, where they are accessible to all our readers. Very many who visit the library are accustomed to make their selections mainly from the shelves." (33d Annual Report, May, 1894.) "The free use of books for purposes of special investigation, and the free use of reference books, we regard as exceedingly desirable."

Springfield (Ohio) Public Library. 16,000 v. Card-holders have free access to the shelves from 9 A. M. to 9 P. M., others can have access to the reference books on permission. "Free access to this department should continue, but there is need of such restrictions as will protect valuable books from careless handling, and prevent interruptions from those who through mere pretext use it to promote their social pleasure." (22d Annual Report, May, 1894.) "We have tall stacks very much against our convenience; are desirous to change to the alcove plan." The increased wear and tear is very little more than the increased circulation would naturally give. "I am decidedly in favor of bringing books of the library close to the people; have advocated it for 17 years, and for 13 it has been tried with success in this library. The day for storing up useful books from the people should pass into ancient history; nothing good should be restricted, further than order and proper records require."

Stockton (Cal.) Free Public Library. 20,000 v. Access allowed to all books, except art works, for four years. Increased loss of books covered by about $35 per year. The li-

brary can do with one assistant less, which affords a net saving of $385 per year. The public is better satisfied and "the general handling of books is good for them—gives them fresh air." "The disadvantages are: Crowding about the cases, with the noise attendant thereon; and disarrangement of books which is hard on lazy assistants."

"A library that can have a separate room for fiction and juvenile works, and a good finding list, would do well to close it up and allow none to those cases. . . . The novel-reader and the juvenile person are the ones that make most trouble."

Syracuse (N. Y.) Central Library. "We do not allow the multitude to go to the shelves, but those whom we know, and can trust, we allow to come in. Our help is inadequate to doing what I could wish, but with proper oversight, the more people that can be admitted to the shelves the better the results to the readers."

Taunton (Mass.) Public Library. 37,257 v. Access to reference department and new books. "I see no advantages, but apprehend the reverse. Better make the catalogue serve attendants and readers."

Toledo (Ohio) Public Library. 36,000 v. Access to the shelves in the reference department. Would be absolutely necessary to change the present arrangement of cases for general free access, requiring about twice the room and twice the number of assistants. "I have not found the general public to know what they want."

Victoria Public Library, Melbourne, Victoria, Australia. 133,301 v. Since its foundation, in 1854, this library has granted access to the shelves. There is "no restriction, except in regard to medical and art books. A permit from the librarian is required, but once a visitor is admitted to the medical and art galleries he has free access to the shelves during the hours the library is open, *viz.*, 10 a. m. to 10 p. m." "Upon the principle upon which this library is constructed, access to the shelves, involves a great loss of space, so much so that accommodation cannot be provided for the books if the present system is continued for many years. The trustees have decided, when a new library is being erected, to give access only to a portion

of the books, and to store the rest in cases about three feet apart. The cost of administration is seriously increased by the present system." Books must not be returned to the shelves by the public, still they are often misplaced. For misplaced books "a portion of the library is gone over every morning, the whole circuit of the library being completed in a month." No serious loss of books—only about 75 a year—and these are of small value. The tear and wear is increased. No doubt the public consider access to the shelves a great advantage, but I think they would be better served by a good subject catalogue. The advantage is more imaginary than real."

Woburn (Mass.) Public Library. 34,000 v. All persons, properly introduced, may have access to all classes of books, except fiction and juveniles. "The general objection, besides danger of theft is the temporary loss by misplacement of books."

Worcester (Mass.) Free Public Library. The 34th annual report states that new books are placed on shelves outside of the counter. "It is the belief of the officers of the library that solid reading is much promoted by thus displaying additions to the library."

FREEDOM IN LIBRARIES

Nominally the once widespread fashion of chaining books went out in the eighteenth century, but actually invisible chains continued to fetter a majority of the books in libraries until a much later date.

Cleveland, Ohio, was one of the first large libraries to grant open access on a large scale as early as 1890. The following paper on the subject of open shelves was read at the second International Conference of Librarians, London, July 13-16, 1897, by W. H. Brett, librarian of the Cleveland Public Library, at the time when Mr. Brett was president of the American Library Association.

A biographical sketch appears in Volume 1 of this series.

This is a subject upon which not merely divergent but diametrically opposing views are honestly held and earnestly maintained. Possibly, some of this difference of opinion is due to a failure on the one hand to make clear, and on the other to comprehend, what is meant by free access. We all recognise that there are libraries composed of special collections, not of public interest, or of specimens of early printing or of fine binding, or of books containing fine illustrations, which should be cared for and shown only under such conditions as may ensure their safety. We also know that many public libraries contain collections which should clearly be guarded and shown in the same way. Upon the proper methods of caring for books of special value, both the advocates and opponents of open shelves are agreed. The question is simply whether it is necessary and desirable to exercise practically the same care of the entire library, or whether, as some maintain, it is both possible and desirable to throw open to all qualified users of the library all that part of it which is of interest to the general

reader, to pupils of our schools, and to advanced and special students, excepting only such books as require special care, for the reasons already mentioned, or for similar ones.

The question is an important one, involving as it does the plan and arrangement of the library building, the furniture, appliances, and methods. It also brings with it a change in the popular idea of the duties of the librarian, and makes him appear to be, not a mere custodian of the books, but rather a helpful assistant and friendly guide to those who need direction.

A question of such importance deserves careful consideration, from which, as far as possible, all preconceived opinions shall be eliminated and all selfish interests excluded. The sole question should be as to the value of the plan which permits public access, with the limitations I have already mentioned, as compared with the one which prohibits it.

In what I have to say I shall endeavour, as far as possible for one who is a firm believer in free access, to set forth fairly the relative advantages and disadvantages of each plan.

The principal sources of information upon this subject are the files of the various journals devoted to the work of libraries and the discussion of it is mostly included within the last few years, as, while freedom of access has been permitted in some smaller libraries for many years, it is only within recent years that it has been introduced in any of the larger libraries.

The two plans may be fairly compared as to their economy, their educational value, and their moral effect, and under each head I shall consider the objections which have been urged.

One of the most important questions of economical administration is that of room; and one of the objections which is urged most strongly against free access is that it takes more room, and is therefore more expensive. There is some force to this objection. It is true that it does require more room to show books in open shelves in alcoves wide enough for public use than in stacks, but not so much more, however, as might appear at first glance—for two or three reasons. First, all libraries issuing books from closed shelves require public delivery-rooms proportional to the amount of their use. Now, each open alcove is just so much added to the available public space of the library, and lessens the space necessary to reserve for a general public room. Again, as the rare and specially

valuable books of the library are to be provided for elsewhere, and shelved on the same plan in libraries permitting free access as in those prohibiting it, we lessen further the amount of additional room required. A still further reduction may be made by shelving compactly in stacks all duplicates which are in surplus during the less busy months, and also such books as are seldom used. For instance, in Italian history, Guicciardini might be represented in the open shelves by a dummy or by a single volume. This is but a single example of what may be done with many books which are only rarely used, and whose absence does not render the collection less valuable to most readers, but, on the contrary, makes it more convenient to examine. A parallel collection convenient of access might thus be established, which could be drawn upon for duplicates, and to which admission might be given readily to the few who wish to exhaust the entire resources of the library upon any particular subject. By thus providing in some suitable way for that part of the library which it is agreed by all should be especially guarded, and by arranging a parallel collection in stacks, or other compact plan of shelving, the amount of extra space required for the open shelves is kept within reasonable bounds, and any serious objection to the plan on this score is removed.

As far as the expense for furniture and appliances, there seems to be no reason for any special difference between the two plans.

The cost of service is the most important consideration. The issue of a book from a library includes getting it from the shelves, charging it, and, when it is returned, crediting and replacing it.

In the open library the time used in getting the book is saved. On the other hand, a certain amount of displacement, due to the examination of the shelves by readers, must be rectified, which may possibly offset this saving. My own observation of one of the large libraries in which free access has been permitted for more than seven years, and in which the disarrangement is readily rectified as the books from the receiving desk are replaced on the shelves, leads me to think that the difficulty from this source is slight, and that the balance of economy of time is in favour of the open-shelf plan as compared even with

libraries in which the book borrower is confined strictly to the catalogue for his selection. When, however, libraries with closed shelves endeavour to give their readers some opportunity to examine the books themselves, by carrying a selection to tables in the public room or elsewhere for examination, as many do, there can be not doubt that the open-shelf plan is more economical. I have thus far been speaking of what is absolutely necessary to the issue and return of a book, without taking into account the assistance to readers which is given in most libraries, and which is usually so closely connected with the issue of the books as to render it impossible to make a separate estimate of its cost. The opportunities for thus assisting readers are much greater in the open library, and superior ability, which commands higher pay, is required to do it efficiently.

The value of such service, and the larger amount of it given in the open library, may fairly be taken into consideration in making comparisons of the statistics given in library reports.

The most serious dangers to the library are those of theft, of mutilation, and of careless handling. The mutilation of books from the circulating department, and other misuses of them, occurs when the books are out of the library, and I see no reason why it should be affected by the plan of issue. The possibilities of theft are greater, but the experience of the few large libraries which have adopted the plan shows an inconsiderable loss, and that of books of small value. The great danger to libraries is from the experienced book thief, who slily carries off the rare first edition, or dexterously removes with a wetted string the valuable plates from the folio. The average book of the circulating libraries, labelled and stamped as it is, offers little attraction to the book thief. He cannot turn it into money without great danger of detection, and it has little other value to him. The records of book thieving in libraries show that the greatest thefts have been perpetrated by men of education and address—men who would be able, by plausible statements, to secure special privileges in the library, which, under the plan of restricting access, are denied to the honest mechanic.

The great safety of the open library lies in the appeal which it makes to the honour of those using it. It says in effect, "We trust you, and we believe that you will prove worthy of this

confidence." The experience of the largest libraries in which the plan is adopted shows that this appeal is not in vain.

It replaces suspicion by confidence. As Sir Philip Sydney says, "Suspicion is the way to lose that which we do fear to lose." One of the most effective ways of making a thief of an honest man is to treat him as though you thought him a thief.

The open library replaces restricting and annoying rules and regulations by a freedom which is enjoyable to all. It gives to the people the same right in the library, which is their own, as the individual has in his own. This is but simple justice. I question the right of any library board to make any restricting regulation that cannot be clearly proven to be a necessity. It would appear that the rules of some libraries are based upon the assumption that all men are untrustworthy, and that honour and common honesty are non-existent amongst users of libraries.

Is it not better to base our rules upon the nobler assumption that the users of libraries are honest, and only restrict so far as experience proves it necessary? The open library does this, and I have yet to hear of a single instance in which, after a fair trial of open access, under proper conditions, it has proved necessary or advisable to go back to the plan of closed shelves. I know there have been instances of this, but I believe them to be due rather to peculiar circumstances than to any fault of the plan. One instance is the library of one of our largest universities, the use of which was free not only to the students in its classes but to other students. In this the governing board have decided, I understand, for reasons which seem to them sufficient, to close the shelves; the other is that of a large mercantile library, which found it necessary, after a trial of open shelves, to close them on account of losses.

The thing to be noted is that neither of these libraries were used by the people at large. The university library was, from the nature of its collection, only used by students, and the use of the mercantile library was limited by a large fee. Neither was used by the mass of people who are kept outside the bars in most libraries, but rather by those to whom special privileges would be likely to be granted in public libraries which restrict access.

On the other hand, not only many of the smaller libraries, but at least three of the large public libraries, are operating

successfully on plans permitting absolutely free access to the shelves to all comers. In one of them the plan has been in operation more than seven years, and in another a little less, but long enough to regard it as fairly past the experimental stage.

One library, which has grown up within a few years, gives an exposition of these free methods on a still larger scale: with fewer books and a smaller income than several others, it is issuing more books for home use than any other library on the Continent. Its success seems to be due to the liberality of its method, and this is giving it a popularity which is likely to secure for it additional public support and the opportunity for still further enlargement.

It is noteworthy that the most conspicuous failure and the most brilliant success of the plan of open shelves have been made in the same large city.

If it be granted that free access in a library is no more expensive, and does not bring any such danger or difficulty as to debar it, there still remains for consideration the question of the advantages of the plan to the educational work of the library, which is the main question, to which all others are subsidiary. Is it true that the library permitting free access to its shelves will do a better educational work than the one which denies this, or is it true, as is claimed by some who advocate the older methods, that the public is better served by means of the catalogue and the intervention of the assistant, than by the privilege of visiting the shelves and selecting from them? This assertion appears to contain the fallacious assumption that the plan of free access in some way excludes the use of the catalogue and the help of the assistant. Those who make it also seem inconsistent in that, while they lay stress upon the value of the help to be given by the assistant, they take special precautions, by railings, counters, indicators, and other mechanical means, to remove the assistant as far as possible from the inquiring public.

A more exact way of stating the case as between the two methods is, that the open access permits the same use of catalogues and other bibliographical helps, gives opportunity for much more free and valuable help on the part of the assistant, and adds to this the privilege of examining the books on the

shelves. In other words, the open-shelf plan includes all the advantages to the reader which the opposite plan can possibly offer, and adds much of inestimable value to them.

The competent assistant can render invaluable assistance to the average inquirer, and can do this with tenfold more effectiveness in the open alcove, in the presence of the books, when the volume required may be handed down directly from the shelves, and may be supplemented by additional volumes by way of illustration, contrast, or collateral information. The view of the subject which may be obtained in this way by the reader is broader and more satisfactory than that by any plan which bars it out and sends an answer to written applications, or answers verbally through an opening in a grating. The advantages of the first plan are so great and apparent that no argument would seem necessary.

In the case of the student and investigator, it seems absolutely indispensable to thorough work that he should have access to books. Even for the younger students, the pupils in our public schools, and for children generally, the advantages of getting directly to the books are very great. In one library of which I know, the assistant in charge of the children's department has placed the stories above and below, and on two shelves carried around the room has gathered a collection of books for young people on almost the entire range of subjects included in the library, and forming a parallel collection. The effect of this mingling of more definitely instructive reading with the stories has been to largely increase their use. The children draw many books when brought to their attention in this way which they would not select from a catalogue.

The opportunity which the plan offers of making prominent and calling attention to the better books has the effect of improving the average quality of the reading. The fiction reader has his attention called to attractive books in other fields, or will have the better novels substituted for the more ephemeral. We all know readers who, if confined to the use of the catalogue, will continue to draw the books of the few lighter novelists with whose names they are familiar. To these the assistant has an opportunity of recommending something better, and leading at least a little way upward.

I need not, however, take your time for further discussion of the educational advantages of the plan.

I have devoted more attention to the economical questions, and possible dangers involved, because I believe that these are the questions upon which there is greater divergence of opinion than upon the question of its advantages.

I have been interested, in looking over the files of the various library journals, to observe that the opposition to the plan of free access comes almost invariably from those who have not tried it, and consists mainly of various apprehensions of difficulties and dangers which it is feared the plan would involve. On the other hand, the warmest advocacy of it comes from those who have tried it and know whereof they speak.

I think I sum up fairly the state of the question in America when I say that ten years ago open access was generally regarded as a thing which was feasible, and on some accounts desirable, in small libraries, but as entirely out of the question in the libraries of the larger towns and cities, and that during that time it has been gradually growing in favour; that it has been adopted successfully by some large and many small libraries; that the authorities of some other libraries regard it with decided favour, and would adopt it if the construction of their buildings admitted of it; that the attitude of still many others towards this question is that of interest and suspended judgment, and that the definitely negative opinion, instead of being general, as it was ten years ago, is now probably in a minority.

In conclusion, let me suggest two things which seem to me to be essential to the fullest success of the free library; first, the books should be clearly and accurately classified on the shelves. A library in which the classification is so broad as to require the constant use of the catalogue will doubtless gain less by opening the shelves than one in which a closer classification renders more readily available the books bearing upon a definite subject.

Second, the shelves should be conveniently arranged for light and access, and all open parts should receive attention from the assistants; and I need hardly say that everything should be done to make the library pleasant and attractive, and to convey the impression of welcome and comfort.

The library which is opened thus freely has greatly enlarged opportunities for usefulness. No longer a mere storehouse for books, it may become an active educational force; it may be indeed, what it has been called by one of our great writers, "The people's university."

REPORT ON OPEN SHELVES

How shall the book and the reader come together most easily and effectively? In the past, librarians were the guardians of treasures that must be approached with circumspection—books were more in consideration than readers. The viewpoint is changed today, and the reader is deemed quite as important as the book. The distribution of books to be read in the homes of the people has long been one of the principal functions of public libraries, but the open shelf system is a vast improvement over the plan of making out call-slips for books which may turn out not to be just what is wanted; although any one using the open shelf library may still have access to the catalog.

The following report was prepared by Mr. John Thomson, librarian of The Free Library of Philadelphia whose library used the free-access plan from its establishment, for the Chautauqua Conference of the A.L.A., in July 1898.

John Thomson was born in London, England, and was educated at St. Paul's School. Later in this country he received honorary degrees from the University of Pennsylvania and from Ursinus College. He came to America in middle life and began his work on the library of Clarence H. Clark of Philadelphia. Later, for three years, he was librarian to Jay Gould. In 1894 he was appointed librarian of The Philadelphia Free Library. Mr. Thomson was instrumental in having Mr. Widener present to the Philadelphia Free Library the collection of incunabula now in the Widener Branch. He conducted the negotiations which led Mr. Carnegie to the presentation of $1,500,000 for branch libraries.

After twenty-five years as librarian of the Free Library, Mr. Thomson died in March 1916.

The most satisfactory remark to be made on the subject of open shelves is, that the adoption of that system is largely on the increase, and that an instance of reversion from an open-shelf institution to a practice of closed shelves is very rare. Hardly a librarian who has adopted open shelves would entertain the idea of returning to old-fashioned methods, now that he and the public whom he serves have found the advantages of free access by readers to the books they wish to consult. It is remarkable that from the moment when the system was first adopted, wherever a letter or a speech is found upon the subject, little or no variation of the arguments for and against the system can be found. The great satisfaction felt by the public and the enormous increase in the circulation of books for home reading are advanced on the one side, and on the other there is brought up the plea of danger from thieves, mutilation of books, confusion on the shelves, and the use of books unfit for indiscriminate consultation; but nothwithstanding the cries by alarmists the movement is making very rapid progress.

It is difficult to obtain any very definite statements as to loss of books from those who have charge of libraries in which the open-shelf system is not in use. In one library at the end of 1895 nearly 2000 volumes were unaccounted for and apparently missing from the free shelves. If these "statistics" had been published, fancy the terror which would have arisen in the hearts of librarians. Suppose they had been well founded and it had been shown that the books were worth 35 to 45 cents apiece, it would have revealed an aggregate loss of $400 in one year. Fancy the arguments *pro* and *con*. Now judge the result, when, two years later, of these books all but 350 to 400 were accounted for. Some had been misplaced some had been held over by readers, others again were found placed behind books and were lodged probably by delinquent readers at the back of shelves out of sight. I would venture to say that no more valuable resolution could be adopted by librarians than to cease publishing the minute statistics which delight so many. Free libraries must be conducted upon the same methods, plans, and principles that are used in carrying on a business. Can you imagine Messrs. Macy, Wanamaker, Stern,

McCreery, Siegel & Cooper, Hearn, Altman, and others, meeting together and agreeing to publish annual reports to show how many pieces of lace have been missing from their bargain counters during the years 1621-22? Such an antiquated method of injuring a business would not have prevailed even in the years I have suggested. Each locality, each library, each branch has its own constituency and must adopt its own protective and aggressive measures. The one thing, and one thing only, that concerns boards of trustees, city councils, the grantors of city appropriations, and others who are appointed to watch the interests of the people is, what good result is obtained for the money expended? Is the business end of any particular library showing a good result? Is the result worth expenditure? This is proved or disproved to a large degree by showing the turnover of a library. By showing, for instance, that with a possession of from 100,000 to 200,000 volumes there has been a circulation of one million, one and a half million, or two millions of volumes; a turn-over of each volume from 10 to 20 times in a year. But no less by demonstrating that the expenditure incurred in maintaining a free library is justified by its report of the use made of reference-books by readers, which in many libraries equals and possibly exceeds the issue of volumes for home reading. And lastly by the comments made by readers upon the usefulness of the library in that department. On this point in the Free Library of Philadelphia, for instance, hundreds of letters and interviews commenting favorably on the value of the service rendered to the student and general public could be reported. When the complaints of service which reach the librarians are fewer and fewer every month, when the public approval received by the notice of the press and the good-will of members of councils are maintained, the best proof is given that a library is earning its appropriations.

The Free Library of Philadelphia has adopted the free-shelf system from the beginning, and the result of its work was shown so successfully in the first of its 12 libraries (the Wagner Institute branch), that the moment the Free Library was able to move into its present quarters and escape the cramped conditions of its earliest situation in the three rooms appropriated to its service in the city hall, the freest use of the shelves was given to the public. These libraries have surprised even those who were the warmest advocates of the system. The impor-

tance of making libraries free and enabling students to use them with the fewest shackles compatible with management will be found true even in the face of the revival of the fossil argument that free libraries are no longer aids to education. A leading newspaper in England congratuated Marylebone on having refused to adopt the public library system on the ground that no such institutions were wanted in such big places as London, because "students could go to the British Museum and there read everything except a novel." The writer who made this solemn statement must be sadly in want of information as to the many safeguards rightly placed around the books and book-stacks of such institutions as the British Museum and the National Libraries of Paris, Berlin, and Dresden.

Eight years ago in one of a series of articles entitled a "Plea for liberty," endorsed with a preface by Herbert Spencer, the very ancient cry that books in a free library were only a method of stealing money out of one man's pocket to enable another man to read useless trash gratuitously, was put forward with the imprimatur of Mr. Spencer. Facts, however, are a great deal stronger than arguments. The reports of losses from the open shelves are not in any way serious. The injury to a library from loss and mutilation of books cannot be shown to be any greater on absolutely free and open shelves than on those carefully guarded by lock and key or by such methods as are still adopted here and there to prevent the people from using the books they have paid for. The best motto for a library is "This library is under the protection of the public." Experience shows every day that the people will not see wrong done without interfering, and the attention of attendants is continually called to careless or worse use of books. Mr. Higginson, at the Massachusetts Library Club, hit the point exactly when speaking upon this subject, and quoting Sir Philip Sydney, he remarked, "suspicion is the way to lose that which you fear to lose."

The librarian of the Clerkenwell Library, London, reports that the percentage of lost books from the open shelves is insignificant. The report from the Minneapolis Public Library shows that its loss per annum was some 150 books. And yet Chicago, with closed shelves, spoke of 170 and Mr. Putnam found only 47 out of 6000 books in Bates Hall missing after

10 months' use, adding, as is no doubt the truth, that he believed many of them were merely mislaid. The differences of loss in free and closed libraries are really immaterial. It is satisfactory to know that the New York Free Circulating Library is making the experiment of open shelves and is in hopes of having the plan adopted throughout its entire system. We are all familiar with the report of the success of the free-shelf system at Buffalo, and Mr. Elmendorf was thoroughly justified in adding that the success of the movement at Buffalo had gone far to solve the question of open shelves.

Experience shows that the loss from theft is very small, and where a theft occurs it is almost invariably the act of some one deliberate and persistent thief. One man in Philadelphia stole 84 books; he visited nine of the principal libraries in the city, and made his selection of useful works on engineering. The books were recovered because a reader in the same house found out what was going on and notified one of the librarians where the books were. The librarian sent and fetched away the books, distributing them amongst the various libraries. The general public are not thieves. Thieves from libraries are a class like burglars. One man commits a large number of burglaries and creates a great deal of trouble; but this does not prove that the whole population of a village or town is burglariously inclined. The benefit of open shelves is indisputable, and the probable loss of two or three hundred books per annum at a total cost of perhaps $150 may be considered small, if the salaries which would be required for one and possibly two more assistants, not to mention page-boys, etc., had to be paid. Libraries must be compared not merely according to the number of volumes in their possession but according to the number of books circulated. If a library with a circulation of 125 books a day loses 10 books a year, that is as much in proportion as if a library with a circulation of 2500 books a day loses 200, the circulation of the latter being 20 times larger than the former.

It must be remembered also that the loss of the books by theft and from other causes is merely a part, and a very small part of the general loss in a public library with a large circulation. The general loss from wear and tear, the number of books worn out (absolutely torn to shreds from constant use) alone, would be at least 10 times the number of all books

unaccounted for in the year. The number of books mutilated is certainly no greater in a library with open shelves than in a closed shelf library; because if a man wants to save himself the labor of copying out bodily what he wants he will do so as much in one library as he will in the other. The number of books thus mutilated, to my personal knowledge, is fully equal, if not greater, than the number of books mislaid, lost, stolen, or otherwise unaccounted for. To refer back to the illustration already used, if a store doing a business of $500 a year loses by theft $100 worth of laces from a bargain counter the matter is a very serious item. A like amount taken from the counters of a store like Macy's becomes merely an incident. A loss of 300 books in a library circulating 50,000 books a year is a matter of grave moment. A similar loss in a library from one million to one million and a half of books is a matter of comparatively small importance. If, as is a well known fact, so large an article as a freight car can be lost to the railway system to which it belongs for a period of from one to three years, it is not difficult to understand that many books that are treated as stolen are really books that will sooner or later be accounted for. A leakage on books is as much a necessity as a leakage of counter goods in business.

The fact that some people who are trained in the use of libraries can achieve their ends by the use of the catalog proves very little. Every person using a free-shelf-library can still go to the catalog if he or she desires to do so, but in addition to the catalog the free shelves give increased facilities. It is no argument to say you can use the catalog, and so need not give the public access to the shelves. Every public library has its catalog, but would do well to have free shelves in addition.

The true solution, as it occurs to me, for the management of public libraries is to have reference rooms and shelves for general books on classified subjects such as history, travel, fiction and biography, absolutely open; and to have separate rooms or places in which can be stored valuable books that it would be impossible to leave to be handled largely from curiosity and which would become injured from undue handling. Several copies of the Globe Shakespeare might properly be placed upon free shelves, but Halliwell-Phillips' edition the facsimiles of the quartos, and the facsimile of the first folio,

which might be properly remitted to a closed shelf. The general reader who wants Shakespeare will be content with an edition of Rolfe, the Globe, Knight or Furness. If he wishes to pursue the study of Shakespeare and has exhausted the subject from the free shelves, he can very readily, through the catalog, obtain further editions to study.

OPEN SHELVES AND THE LOSS OF BOOKS

The chief objection that librarians have found against the open shelf is the possibility of misplacement and theft of books. It has been urged that to give opportunity for undetected theft is demoralizing. That such possibility exists is evident from statistics given by Isabel Ely Lord in the following paper. After permitting open access in the Pratt Institute Free Library for several years, Miss Lord, the librarian, felt that the advantages of the system outweighed the disadvantages.

This paper was prepared for the Minnetonka Conference of the A.L.A., and read there June 27, 1908.

A sketch of Miss Lord appears in Volume 5 of this series.

Movements and doctrines are vague things as to their beginnings, and many a controversy has arisen in the attempt to assign accurate dates of birth to them. But in this amicable assembly it may be safe to state that the "open shelf" movement in American free public libraries comes of age at this conference. Twenty-one years ago, at the Thousand Islands, Mrs. Sanders appeared before the American Library Association and told of the eminently successful experiment at Pawtucket, in allowing all users of the library to see, touch and handle for themselves the books as they stood on the shelves. The account was greeted with enthusiasm, and Mrs. Sanders was praised and envied for what she was able to do in her small library in her small community, although, of course, said the "large librarians," Pawtucket, Rhode Island, is one thing, and New York City is another. But presently Cleveland started bravely forth, and then free access was granted so rapidly in so many kinds of libraries that the tale would be a hard one to tell with any degree of accuracy. And not only New York City, but Greater New York, in all five of her boroughs, allows free access to all her collections of circulating books, and in

1907 gave out to her inhabitants a grand total of 9,464,848 volumes.[1]

Such a wide adoption of a library policy speaks strongly on its behalf, but is not necessarily proof of its wisdom and justice. There are still librarians, honored among us, and even more there are trustees, who not only doubt the wisdom and justice of the policy, but hold it to be totally pernicious. The public press occasionally gives wide publicity to the fearful losses of books by theft, and if, being librarians, we refrain from getting into a panic or becoming hysterical, we yet do sometimes feel a bit uneasy about some of the accusations. This paper is the result of an investigation of the actual facts of these losses of books, in order that both opponents and advocates of what we in America have agreed to call the "open shelf," may decide for themselves as to future policy and practice. It deals only with the question of free public libraries, where the conditions of use differ essentially from those of the society, club, college, university, or other institutional library. Its further limitations will appear as the different subjects are treated.

But before turning to these facts and figures let us give a few moments to the consideration of the general principle involved in throwing the shelves open to the public, and to the minor objections to this that have been at different times set forth. Such a general statement is necessary if we are at the end to draw any definite conclusion.

The public library, as an educational institution, has a different function from that of any other part of our educational system. This function approaches nearest to that of the public museum, but by its sending out volumes for home use the library has a wider and a more varied influence. Supplementary to formal education, its chief aims are two; first, to enable any member of its community to get as readily and easily as possible at any needed information that is contained in the printed page; second, to stimulate, to encourage, and sometimes to direct the knowledge and love of books. The first of these ends, the information side, is served largely, although by no means entirely, through the reference department of the library. Long

[1] This, it should be noted, does not include the circulation of books through the schools—so large an element with many public libraries—as in New York this is carried on by the Board of education. The issue here for 1906-1907 was 6,232,096, making the 1907 total free circulation for Greater New York certainly over fifteen and a half millions.

before there was any consideration of free access to any other part of the library books, it was generally held necessary to have the most commonly used reference books on open shelves. The reason for this in many cases was the somewhat ignoble one of desiring to save the library attendants trouble, but the advantages were so immediately obvious that reference departments soon enlarged their open shelf collections, and the practice is now almost universal. This does not mean, of course, that all the books of large reference collections are accessible to everyone, nor is such a practice, so far as I know, anywhere advocated. In a large reference collection a great many books are rare, either in the book markets or as to library use; a great many have such a high value as to tempt the professional thief; a great many are in size, shape, style of binding, or quality of illustrations, unsuited to general indiscriminate handling. The collection that is needed for current general use is more easily watched by the reference attendants than is a circulating collection of proportionate size, and altogether the problem of open shelves in the reference department is a less serious one. It will therefore not be treated in this paper further except as losses of reference books are given in the statistical statement.

This side of imparting information is also, naturally a large part of the work of the circulating department of the library. But here the question is a different one. If the information wanted is a brief, definite answer to any question, the chances are that it will be best furnished by the reference department, but something more general and discursive, something to be studied or even to be skimmed over at home—here the circulating department must be appealed to. And then there are the people who want "collateral reading" for their studies; those who want something worth while for their enjoyment; those who vaguely want "something nice to read" to pass away the time; those who want only novels, perhaps only the new novels, know what they want, and are not always pleasant when they do not get it, and those who come seeking the inspiration to be had from the great masters of expression in words. How are all these people to be served best? As to their own preference, there is no question. The people who use a public library prefer to see the books as they stand on the shelves, to take them down and look at them, to feel free among them. To the great

majority of those who use the library and perhaps to all who should be using it and are not, the card catalog is a stumbling-block. Even to one trained in the use of a catalog—which chiefly means a librarian—the card conveys nothing as to the condition, printing, or literary style of the book, and often not even the inclusiveness of its scope. This is equally true of the printed catalog, whose sole advantages over the card catalog are ease of use, portability and readiness of duplication. But how would any librarian here like to select his or her personal reading for a year from a catalog, whether printed in a book or written on cards?

To stimulate and encourage the knowledge and love of books, so I have stated the second general aim of the library. Would anything serve to that end better than the handling of books themselves? The examining and choosing is in itself an educational process, and the chances are few that the "real right book" will get to a member of the "public," when he is not looking for a definite book, through catalog and messenger compared to his chances when he is allowed to search and find for himself what is to him the pearl among the heap of pebbles. The very reading the titles on the backs of the books is enlightening, edifying and broadening. No one who has noted the difference in use of the same books in the same library with open and with closed shelves can hesitate as to this. In the "Library Journal" for December 1900 (25:741) Miss Mary W. Plummer gave an interesting list of such differences in the Pratt Institute free library. If Kate Douglas Wiggins' "Children's rights" went out 16 times from the open shelves to 9 times from the stack; and the life of Lady Burton 20 times to 7, "Silas Marner" 27 times to 12, Hamerton's "Thoughts on art" 10 times to 4, were not people being definitely better served? And every open shelf collection shows a similar result. If figures that were fairly comparative were available it seems almost certain that the fiction percentage would be lower in the open shelf collection. Open shelves are not, indeed, as Mr. S. S. Green pointed out years ago, a panacea, but surely the time is passed when we need to discuss with that curiously facetious body of English librarians known as The Pseudonyms, "whether free access is a library method or a disease." If we cease to be our official selves for a moment, can we fail to echo Mr.

Putnam's words spoken in 1891? "I cannot believe there is a librarian who has felt as a reader and would not himself be urgent for free access. The problem is one of means."

To quote once more, the burden of proof is surely, as Mr. Brett said at Atlanta, on the other side. What objections do the objectors bring? First, frequently, and in a few instances as a main objection, there is the confusion of books resulting from misplacement. Librarians differ very much in their opinions as to this, but few hold it a serious argument against allowing people to look at the books. Those who are looking for a definite book, especially if other than fiction, are best served by asking a member of the library staff to find it. Decimal points, Cutter numbers and dummies are enough to make it well nigh impossible for the user to be sure that the book is not "in." The reader who wants a definite book is always quickest served through the catalog and a call-slip, and this can be done in an open shelf exactly as well as in a closed library. This has not always been sufficiently impressed on staff, users, or both, but it is certainly true. The only possible difficulty here is caused by misplacement on the shelves. A librarian can often find by a casual glance a book thus misplaced; but the difficulty must, of course, be guarded against by constant revision of the order of books on the shelves. In 18 of the libraries who answered the questions sent them for this paper, shelves are so rearranged daily or oftener. This means very little danger of missing the books asked for. Four of the librarians have their revision weekly, four report "continuously" but do not say how long a time it takes to revise the whole collection. Unfortunately the word "revision" used in the question proved ambiguous to some, and the statistics on the subject are not full. But they show sufficiently that libraries are guarding against this difficulty of misplacement on the shelves. Some of the English libraries have a tiny colored label on each book, a color being assigned to a class of books, an admirable means of detecting at once a blue history book that has strayed into pink sociology. The plan was tried in the Pratt Institute free library for its first small open shelf collection, and worked well, but has not as yet been applied to the much larger collection now open. It would be interesting to learn if it is used in any large American collection. I have not been able to trace one.

A second objection is to the extra wear and tear on the books. If this is induced by idle and fruitless handling, the objection is valid, but if it is the result of an educational process, the wear and tear is only part of running expenses. Of course people should be taught to handle books carefully, but that is easy to do where books are treated with what one might almost call courtesy by the library staff, and if signal offenders among the readers are remonstrated with.

The increased cost of administration is sometimes held up as an objection, but on the other hand its decreased cost is sometimes held up as an argument for open shelves. There are apparently no figures to prove either side. We were taught early in our youth that we couldn't add oranges and apples and get a resultant sum that could be expressed in terms of either. So it is impossible to reckon cost of administration in two such different states of library life. In the first place an open shelf library increases in use more rapidly than its older brother. If there are exceptions to this rule I have never found one. Increase of use means increase in cost of administration, but increase due only to this we should be ungrateful to charge to open shelves. Otherwise how can we reckon? The time of the staff is differently spent. The majority of people—and the overwhelming majority of fiction readers—find books for themselves, so that the librarians are freer to give individual help. But the revision of shelves takes perhaps as much time as the getting of books in the old days; it is hard to tell. A number of librarians report that more time is spent under the open shelf system in assisting readers, but that this they consider a great gain. The answer from Cleveland expresses concisely the opinion evidently held in most open shelf libraries, "We believe that the same amount of time spent under the open shelf arrangement gives far better service to readers."

A further objection is to the larger amount of space required for the storage of books if readers are to have access to them. This objection is not a serious one to-day, when circulating collections are unlikely to grow to unwieldy dimensions, since branch libraries arise gradually to relieve them.

Perhaps the most serious of the minor objections is one that has not been much regarded by librarians generally. So sure are we that our one aim in life is to serve any and every

one in our community that we forget that the "public" does not always read our somewhat cabalistic signs aright. Writing in the "Library World," Mr. Edward Foskett once said of the open shelf arrangement: "From a reader's point of view it is the librarian's 'I-don't-know-help-yourself-and-don't-bother-me' system." Knowing our intentions, we cry out against this as absurd, but the fact remains that it is the impression of a great many readers. And we must take people as they are, and not as they ought to be—as we interpret "ought." People with this idea fail to get the assistance they need because they think they are expected to find things for themselves, and they do not like to "trouble the young ladies." Of the majority of the libraries who were asked if they found this a difficulty, 17 find practically none and to 12 it seems slight. The attitude of helpfulness, which is that of every good library staff, is certainly the best preventive for this particular difficulty. But this attitude of helpfulness should mean, among other things, constantly reminding people in definite words that getting the book he wants to the reader is "what we are here for," and that no one should hesitate to ask for help either in finding a definite book or in solving any other library problem. The most enlightening thing a librarian can do in order to learn whether this difficulty exists in his or her own library is to take a wander-hour in the circulating collection, casually accosting those who are approachable. In the small community personal acquaintance eliminates this particular difficulty, but in the large community—not the large library, but the large community—the problem becomes a formidable one. But people will gradually come to understand the ends and aims of the library, and 20 years of open shelves will probably diminish this problem to the vanishing point.

There are other minor and sometimes unique objections but it seems hardly worth while to answer our English brother, who solemnly proclaims that under the open shelf system "difficulty is felt in the staff doing work without being overlooked by inquisitive readers, and that encouragement is given for the staff to waste time chatting with the readers." So let us turn at last to our muttons.

When the question of open shelves was brought up at the 1877 international conference, the chief objection made was to

the increased loss and mutilation of books that would be sure to follow, and here to-day lies the crux of the whole matter. The losses are greater. What do we lose by them?

There are two sides to this, the financial and the moral. The financial side was formerly more considered than it is now, for two reasons. First, it now appears that the money losses are seldom great; second, because it is coming to be recognized that a heavy money loss is less serious than is the moral responsibility of fostering crime in a community. If open shelves do foster crime, they are not permissible, for if an educational institution stands for anything in a community, it stands for moral betterment as much as for intellectual betterment. Either without the other leads to danger; only both together help us along the path of progress. The question, then, to be decided is whether the privilege of open shelves is a demoralizing influence in a community because it suggests or encourages theft. Does it, in other words, make thieves? If it does no more than give opportunity to those in the community who are already thieves the situation is a different one. In answering this question, the difficulty at once arises of our ignorance of the personality of those who steal our books. A rare thief is caught, and certain deductions may be made from the character of the books stolen, but these are slim premises. We must, however, do our best with them.

One word about the facts presented in this paper. They are taken from the answers to a series of questions sent to 36 libraries circulating over 200,000 volumes a year and to 12 libraries in small communities, selected as typical. Of these all but one of the larger and one of the smaller libraries answered, with a promptness and courtesy that I wish publicly to acknowledge here. The figures asked for were not easy to give, and in some cases answers were impossible, but the attempt to do as much as possible to help was general, and to the courtesy and patience of the questionnaire-besieged librarians who answered mine, is due the whole value of this paper. Six of the larger libraries were unable to send figures, because reclassifying or reorganization is under way, and one because the first complete inventory for years is now being made. One library—Cincinnati—does not believe in inventories, and does not take them. Mr. Hodges says: "My objections to attempting an inventory

of a large library in which the books are in active use, is based upon what I have seen in one of the large libraries in the East. In that library an attendant was employed at a salary of $600, to go with shelflist from one department to another constantly. At the close of the year his report was to the effect that so many volumes, 150 or 200, were unaccounted for. Fully 50 per cent. of those turned up within a year, they had simply been overlooked, and that not through carelessness, but owing to the inherent difficulties in tracing misplaced books."

The Millicent library, at Fair Haven, Massachusetts, has a loss so small that it is not included in the statements given, but will be referred to separately. This leaves 36 libraries for which some figures are given.

As we all know, different libraries keep their records in different ways, and it is hard to make comparisons. But the most just method of stating loss is in percentages, both to the issue of books for home use, and to the number of volumes in the library. If a library circulating 30,000 volumes a year loses 3 books, one circulating 300,000 volumes can lose 30 books without any real increase. Each library loses one volume for every 10,000 sent out to users. And if the library losing 3 books has 6,000 volumes, and the one losing 30 has 60,000 volumes, the loss per volume of stock is the same—one in every 2,000 volumes. The losses stated in this paper, therefore, are given in such percentage, and no figures are given of the actual number of books lost in a given library. Nor, for reasons that will be clear to all, are the names of individual libraries given, except in those cases where by stating local conditions some light on the problem may be gained. But there is no question of rivalry between libraries; the only use of comparison is to enable us to find common factors that can be eliminated, and so to simplify our calculations as to future practice.

On the subject of mutilation the figures are most unsatisfactory. The general report is that mutilation is heaviest in unbound magazines and newspapers—certainly not a question of open shelves. Bound volumes of magazines suffer also, and reference books. Art books are especially reported and the finer illustrated books of this sort are usually kept on closed or guarded shelves. In a few cases an epidemic of mutilation has been traced to an individual, and in both Wilmington and

Hartford, the individual was discovered and punished by imprisonment. Aside from these two libraries none reports serious loss in this way except Los Angeles, where the damage for a single year (in a supposedly closed shelf library) is estimated at $1000. Mutilation in the mass of circulating books seems to be about the same for open shelf as for closed shelf libraries, as any cutting or marking is done away from the library. In several places the marking of pictorial or verse scrap or notebooks required in the public schools has led to mutilation, and here the cooperation of the school authorities should certainly prevent a continuance of the practice. After the initial difficulty of catching the delinquent there comes usually a further difficulty in convincing him or her that the matter is serious. The mere payment of a money fine—say the cost of the book—is an insufficient punishment. Every member of the general public should be made to realize the seriousness of the offense. Here, as with theft, to be dealt with later, a prosecution is the best preventive of future difficulties.

Let us consider now the question of theft, as to which we have fuller data. From these 36 libraries what can we find as to the personality of those who steal the books? The question of the children naturally comes to mind first, and this, from the point of view of "cultivating criminals" is a very important question. Here the figures are unfortunately unsatisfactory, because so many libraries report either losses or circulation as a whole and given, the percentage of loss in the children's rooms. But so far as they are given, the percentage of loss in the children's room in proportion to circulation runs a little higher than that in the adult department, and in proportion to the number of volumes in the collection runs yet higher. But all the books thus taken are not stolen in any but a strained interpretation of that term. Everyone who has had to deal with children "in the mass" knows that a child is above all suggestible, and that often he takes "a library" because other children are doing the same thing. But to every children's room in any large community there comes many a child untrained in the use of the room who, seeing other children taking books home, quite innocently takes a book or two himself and walks proudly off without any sense of having done wrong. And of course there is no reason why he should feel

guilty. Later, however, he probably discovers that he should not have taken a book in this way, and he usually becomes terrified for fear of "the cop" whose services his playmates are so ready to promise. He may sneak the book back and leave it on a table, and he often does. Or he may hide or destroy it. Occasionally he comes to the library and explains, sometimes accompanied by a troubled parent. Every children's librarian knows that many books are taken this way in error, and that if the children have not intended harm in the beginning and do not repeat the offense, then the child is not seriously harmed. Also there are the children, almost invariably boys, who steal for pure prestige. The leader of a set of boys is expected to display prowess, and "doing" the library is hard enough to win this particular kind of laurels. This is not a habit to be either commended, recommended, or even tolerated, but it is a fact that a boy may do a deed of daring-do of this variety without any serious injury to his moral character. Occasionally he repents later. The Dayton public library, a couple of years ago, had a package of books returned with a note from a young man, saying that several years before he and some other boys said, "Let's go down to the Library and steal books." His conscience awoke later, and the books were returned, but the very way his note was worded is significant.

But let us inquire a little more closely into the losses as they occur. The actual figures for the Pratt Institute free library will serve to show what kind of losses occur in a children's room in the most difficult of all communities—a section of a great city whose population is always shifting and which has no real claim to the name of community. It is impossible to know personally all the children who come. There are continually new lots of children to assimilate, and there is very little in the life of the child elsewhere that develops any sense of responsibility. What do we do in the children's room? There are at any one time over 2000 children who actually use the room. They come freely, go to the shelves for their own books, browse all they like, and are taught respect for books so far as the librarians of the room can do this. During the five years ending July 1907, there were, at a very moderate estimate, 5,000 children who used the room. There were given out for home use 165,860 volumes, and at the taking of inventory for these five years there were 196 volumes missing. Of these many

are sure to reappear, as we know from the experience of previous years, but let us take the figures as they are. This loss is for five years, so that the average yearly loss was a little over 37 volumes. That is a small number to be divided among 2000 children, even though every book was deliberately taken, which we are certain is not the case. Of the 196, 26 disappeared from the reference shelves. These were nice bright new copies of such attractive books as the Lang fairy tales, and they were too great a temptation, apparently, and also, owing to the conditions of the room, were shelved in a corner rather difficult to keep under observation. Moreover, some of the children seem to have a curious idea that the books in that corner are not a real part of the library, and because they cannot take them out regularly, they take them "for keeps" when they would not do this with a book obtainable on a membership card. Here seemed a place where extra guarding was needed, and glass doors were therefore placed on the attractive case about the time the last inventory was completed. These are not locked, but a little sign says, "If you would like to read any of the books in this case, ask at the desk. Do not take any of the books without asking." In the year since those glass doors were put up we have not lost a book from this case, so that we feel that our problem is practically solved for the children's reference collection. The average loss per year from the circulating collection was 32. Does that indicate a large number of thieves among 2000 children? And we feel quite sure that some books have gone to children not registered at all, as in one or two cases we have traced or caught such children. Of the 196 volumes total loss 29 were little books, easy to slip into bag or pocket. Librarians generally report this difficulty, and there seems reason to keep the "Peter Rabbit" books and their like in a special case, where they can be guarded. But with a loss like this stated, who would feel justified in barring the children from the shelves, and depriving them of the pleasure, the privilege and the education of contact with books? Are we training thieves, or training children, who naturally have little sense of mine and thine, to respect community property?

It should be clearly understood that the percentage of loss is greater in the Pratt Institute free library, both in relation to circulation and to number of volumes, than it is in most

libraries. This we attribute to our difficult community—or non-community—but the fact means that our case is worse than the usual one. And yet we cannot feel it very bad!

There is a question here as to fines. How many children take books in this illegitimate way because their cards are held for non-payment of fines? In the last report of the Boston public library, Mr. Wadlin deals with this subject, and points out clearly how the "permanent fine" may encourage theft when a more elastic rule permits the resumption of the card after a period of non-use. The new Boston rule in the case of children under 16 cancels all fines for overdue books at the end of six months.

Mr. Wadlin says:

"Since the change in the rule, many children who had lost the use of cards through the non-payment of fines have reclaimed them. At one large Branch, 115 cards were thus reissued within a single month. The unpaid fines on these amounted to $36.09, but much of this would probably never have been paid. In this one instance there were one hundred and fifteen young persons deprived of the home use of books without limit, unless they yielded to the temptation to obtain them irregularly from the open shelves."

On the other side it must be said that when we exact from the children a definite pledge, and then allow them to break it, we are not helping in their moral education. If a period of six months non-use of a card is to be held as an equivalent to any fine that may be incurred, this should be clearly stated to the children when they "join the library."

But time lacks to consider the children longer. How do their fathers and mothers, older sisters and brothers behave when they are presented with the freedom of the library? As has already been stated, they do not make way with as many books, in proportion to circulation and collection, as the children do. And in the figures of loss I am about to give the percentage is too high for the older people, since, as has already been said, a number of libraries do not keep separate statistics of loss, and the figures here given are for the total loss, the total circulation, and the total number of volumes in the library. Reference collections and losses are included, but not the figures of reference use. A separation of the figures for the three classes of reference books, children's books and adult circulating

collection is highly desirable, but is not, with the statistics at hand, practical.

The danger of loss, as I have already hinted, depends not on the size of the library, but on the size of the community. The American habit of "moving"—changing from one habitation to another—seems to increase in a geometrical ratio as a city grows in numbers. This, together with the impossibility of any share in the civic life by the great mass of the inhabitants, tends to diminish the sense of civic responsibility, on the part of the individual. Indeed, in the great city there is very little, if anything, to foster this feeling. The library, dealing with the individuals thus deprived of one of the great benefits of a social form of living, has not, in the large community, the advantage of personal acquaintance with all its users. For these reasons one would expect the library losses to increase as the community grows in size, and such a result would be a very comfortable basis for consideration of our problem. Such a result was what the compiler of this paper expected. But such expectations were entirely defeated. The range of loss, expressed in percentages, varies in an extraordinary way. Let me present the percentage of loss to circulation in four groups according to the size of the community, and dividing each group into libraries with open shelves, and those with closed shelves, or with a very restricted number of books accessible. The figures for open shelf libraries include the books for children, but those for closed shelf or restricted libraries are for the adult collections only, unless otherwise stated. So that the open shelf figures run a little higher than they actually are for adults.

It is not always easy to know whether to call a library "open" or "closed," but the decision has been made as carefully as possible on the basis of free access to the bulk of the circulating collection.

The figures for population are taken from the Special report of the U. S. Bureau of census: Statistics of cities, 1905, published in 1907. The figures of loss are given in the order of the size of the community, not of the library, and are the percentages of loss to the circulation of the library.

1 Cities of over 300,000

a Open shelf libraries, losses are as follows:

Per cent.—.09, .15, .09, .17, .17, .18, .07, .39, .3 (children's room only)

b Closed shelf libraries, and those with small accessible collections. Losses:

Per cent.—.03, .09, .01, .06 (includes children's books)

2 Cities over 100,000 and under 300,000

a Open shelf libraries. Losses:

Per cent.—.16, .33, 1.34, .42, .38, .08

b Closed shelf libraries, and those with small accessible collections. Losses:

Per cent.—.09, .03, .002, .53, .01

3 Cities over 25,000 and under 100,000

a Open shelf libraries. Losses:

Per cent.—.48, .17, .39, .08, .15, .07, .06

b Library with very small open shelf collection. Losses:

Per cent.—.05 (includes children's room)

4 Small communities (under 25,000)

a All open shelf libraries. Losses:

Per cent.—.09, .09, .002, .04 and one practically nothing.

The loss, then, in cities of over 300,000 ranges, in open shelf libraries, from 7 books in every 10,000 circulated to 39 books for every 10,000 circulated. The largest cities vary from 9 to 17 in every 10,000 circulated. In the closed shelf libraries of this group the loss ranges from 1 to 9 volumes in every 10,000 circulated. The average is much steadier here.

In cities between 100,000 to 300,000 the open shelf libraries lose from eight to 42 in every 10,000. Denver in its period of open shelves lost 134 volumes to every 10,000, and is stated separately, as the loss there was unusual and, so far as I know, the largest proportionate loss sustained by any library. In the closed shelf libraries of the same group the loss ranges from 2 in every 100,000, which is the proud record of Fall River, to 53 in every 10,000, a larger loss than that of any open shelf library today, though not equaling that of Denver as stated.

In the third group of cities from 25,000 to 100,000 the open-shelf loss ranges from six to 48 in every ten thousand. In the closed shelf library of this group the loss, including that of the children's room, is five in every 10,000.

In the last group of small communities (under 25,000) the loss ranges from Fairhaven's statement that perhaps two books are definitely missing, but they expect to find them, through

Gloversville's loss of two to every 100,000 circulated up to nine in every 10,000. There are no closed shelf libraries in this group.

Setting aside the case of Denver, which seems to have suffered a regular raid, and whose shelves have consequently been closed for five years now, the heaviest loss is in a library with closed shelves. This is at Los Angeles, where the conditions of the building are difficult, and where, to quote Mr. Lummis, "the closing was very simple, by notices and a card about head high. This keeps out good patrons, but does not keep out thieves, who dodge into the stacks and tuck books under their coats." It seems doubtful, under the circumstances, if Los Angeles can be considered an argument on either side of the question.

Aside from Los Angeles' loss the heaviest losses occur in the third group of cities (48 and 39 in every 10,000) in the second group (42, 38 and 33 in every 10,000) and in the first group, but barely within it (39 in every 10,000). Dropping below the lowest loss here of 38 in every 10,000, we find the next figure 18 in every 10,000. There must surely be something in the local conditions to explain some of this group of six large losses. The size of the community does not explain it, for the population figures range from about 80,000 to over 300,000. What other explanation can be given? In at least three of the libraries the building is a great difficulty, proper guarding being impossible. New Haven has one of these heavy losses, and is soon to have a building that will lessen losses, if expectations are fulfilled. Wilmington has one and hopes for a better building some day. The losses in two of the libraries depend somewhat on an unusual number of irresponsible users, a local condition hard to combat. It would require a detailed study of losses and conditions to give reasons in full. If the librarians of these collections could give an analysis of losses it would be of very great value to all libraries.

A statement of the mean loss, in open shelf libraries, is especially valuable in view of the few libraries with exceptionally high losses. In the first group the mean loss is 17 in every 10,000 circulated; in the second group (omitting Denver) the means is 33; in the third group it is 15; in the last group 4. Taking the first, second and third groups the losses in the

six libraries having the high losses range from 33 to 48 in every 10,000 circulated; seven range from six to nine in their losses; and the central group of seven ranges from 15 to 18. It would seem that as near as we can come to a deduction from these varying figures would be to take this central group, the mean loss of which is 17 in every 10,000 circulated.

It so happens—and I give you my word that I had no hand in making it happen—that this is the loss in the last inventory of the Pratt Institute free library, and an analysis of this loss may give us some interesting facts. These will be compared with the loss by classes in other libraries, so far as those figures are obtainable. We are quite sure, by the way, that the list of books missing at this inventory will be materially reduced by the volumes found during the inventory now in progress, so that our final loss will be distinctly under that noted now. But there is no reason to suppose that the books thus discovered will be in one class more than in another, so that the losses as now given should still be significant. The inventory of the children's room of the Pratt Institute free library has already been given in some detail. The inventory of the rest of the library was taken at the same time—the two months and a half ending July 31, 1907—but covered only one year and a half. During this time the total recorded number of persons using the reference departments, (excluding the children's room) of the Library was 56,785. The number of reference books missing was thirty. Of these five volumes were from the general reference library, eight from the periodical sets, four from the collection of U. S. government documents, six from the Art reference room, and seven from the Applied science reference room. We have reason to believe that six of this last seven went to one person, as they were books on allied subjects and disappeared within a few days. Also, at the time they disappeared the room was not properly guarded. Of the periodicals three volumes were rare and were probably taken for their money value. They should never have been left on open shelves. None of the other volumes were of much money value, and three were cheap text-books. The loss is one volume to about every 1900 people using the departments.

The loss for the rest of the library was 418 volumes. The circulation during this period was 201,487. The percentage of

loss to the circulation in the adult collection is thus about twenty to every ten thousand circulated. Our circulating collection is a parallel one, with roughly 35,000 volumes on the open shelves and 25,000 in the closed stack. The volumes lost from the open shelves were 358, or 18 to every 10,000 circulation from the shelves; those from the closed shelves 60, or at the rate of 68 for every 10,000 of the circulation. Why the loss was so much heavier from the closed portion of the library we are unable to guess, but it is probable that a greater portion of these missing volumes will be found in the inventory now taking, and of course the closed shelf books are in the open shelf room in the course of being issued and returned.

The detailed loss is as follows:

	Vols.
Fiction	119
000	6
100	14
200	12
300	20
400	10
500	30
600	60
700	22
800	63
900	19
Biography	5
Foreign (in closed stack)	38
	418

But if stated in the order of percentage of circulation in each class, the importance of losses shifts at once. The highest falls then in philology (400), where the loss was at the rate of 104 for every 10,000 circulated. That this is no unusual difficulty is sufficiently proved by the fact that of the 24 libraries giving detailed figures of loss the largest number—seven—had the heaviest proportionate number in this class. Yet one library has its lightest loss here. Scientific and technical science follow, the loss in pure science (500) being at the rate of 60 for every 10,000 sent out, and that in applied science (600) 58. Seven of the 24 other libraries also have their heaviest proportionate loss in these two classes, while two libraries have their lightest here, and in two no books were lost in pure science.

Fourteen out of the 24 libraries lose most in 400-600. Literature (800) comes next, with a loss of 38. One library has its heaviest loss here, and two their lightest. The fine arts (700) follow close with 36, and no library finds this the heaviest, while one finds it lightest. General works (000, and on closed shelves) lose 34, and in four of the 24 libraries show the heaviest loss. In four also the loss is lightest here, and in nine libraries there is no loss at all in this class. Religion follows with 33, and in two libraries the loss is heaviest here, in one it is lightest, and in three there is no loss at all. Philosophy shows a loss at the rate of 28 volumes to every 10,000 circulated, and in two libraries shows the largest proportionate loss, in two the lightest, and in three no loss. Sociology (300) loses 24, and proves the most serious loser in one library, the lightest in another, and no loser in two. History (900 except 910) offers a loss of 21, and in no library shows the most serious loss, while in one it is the lightest and in two there is no loss. Travel (910) loses 15 and again is in no library the chief loser, in one is the lightest loser, and in three has no loss. Biography loses 13, and in no library is the heaviest loser, in two is the lightest and in two loses nothing. Fiction, last in this record, if in no other, loses only 11 to every 10,000, and in no library shows the greatest proportionate loss, in seven shows the lightest and in none is without loss.

Of all the books lost in the Pratt Institute free library, only 12 disappeared from the "Books for younger readers," which speaks well for the children.

The heavy loss in philosophy in proportion to use, may surprise some librarians, but not many. This loss was all but one in text-books, two in English, one in German, three in Latin, one in Greek, and one in Hebrew. We have decided to guard such books by placing them in the closed stack, as there is no particular advantage in having them on the open shelves. A definite book can be had quite as quickly from the closed shelves and a "good book to help in Latin" can be chosen by the librarian, or the volumes in—never many—can all be brought to the inquirer. A notice at the shelves calls attention to the fact that text-books are kept in a special place and can be had on request. No surprise may be expected at the large loss in scientific and technical books, but here removal from the open

shelves would defeat our ends. The "technical man" is *not* so well served by any other method as by free access, and we have not removed from the open shelves any books except "pocket-books," which have always been on the closed shelves. The supplying of technical books in any abundance is a comparatively new development, and until that particular "public" is educated, we must expect loss. Librarians, answering from general impressions, were almost unanimous in reporting technical books a difficulty, and "school text books" came a close second. A special precaution against theft in the technical books is reported from the Carnegie library of Atlanta, where the library stamp is used freely throughout the book. Drexel Institute is also trying this method, but in both cases it is too early to learn whether this will be a deterrent. The character of the technical books stolen shows clearly that most are taken for personal use rather than for sale, and it seems likely that a man would hesitate to have in his possession illegally a volume bearing the name of the Blank public library on almost every page. Time will tell if this is an advisable method.

Of the 30 books in pure science lost by the Pratt Institute free library, seven were in mathematics of high school or college grade—standard books in algebra, geometry and trigonometry. Such books are now treated like the language text-books, and may be had only by being asked for. The rest of the loss in science runs through almost every number of the classification. In applied science four out of the 60 lost went to those interested in health and hygiene, five to those attracted by some branch of domestic science, and eight to those drawn by typewriting and stenography. The immediate vicinity of a school of commerce has probably helped in this last item, and we now keep books of this class on special shelves, accessible on request, but not otherwise. The literature loss is heavy—63. Of this 18 volumes were poetry, 12 were drama, and 18 were texts or translations of the Latin and Greek classics. This last class of books has now been treated like other school books and put on the closed shelves. A number of the other books were those used in the schools. In the general class of fine arts the loss is large in books of games and sports, nine out of the 22 missing volumes belonging here. Photography, which is reported by several libraries as a heavy loser, is responsible for

four more volumes, music for two, so that only seven are kept to art, strictly speaking. The loss in religion is a sad one—the fifth in order of seriousness. It is the common courteous habit of librarians to lay the loss in religious books, which is everywhere a comparatively high one, to the absent-mindedness of the clergy and clerical students. Sunday school teachers are probably responsible for some of it. But some is hard to explain. Of twelve volumes lost five were volumes of the Temple Bible! But the strangest loss of all was a volume of Lyman Abbott's "Family worship." The Bible one might be forced to get, by cruel school or college, and one might conceivably save 20 cents by stealing a more attractive edition than one could buy for that sum. But how could one steal a volume of family prayers to use? And why steal them if *not* to use? Either question seems unanswerable. In philosophy the loss crowds that in religion close, and is largely of books useful to the student, though the "Twentieth century fortune-teller" creeps in here by permission of the Decimal classification, and the "Secret of a good memory" does the same. Would that the latter might cause its user to remember to bring it back! Not a title is missing in ethics, which is a hopeful fact, but Podmore's "Modern spiritualism," in two volumes, is gone, and is the most costly book lost.

In sociology education claims eight of the 20 volumes missing and of those four are kindergarten books. Two are legal, three are on "how to behave"—and do not go quite far enough in their instructions, evidently—and two are volumes of fairy tales, which we keep separate in 398.2 and 398.4.

In history the loss is largely in books useful to college and high school students, and in travel the range is from the Adirondacks to the West, over to Siberia, Russia and Syria.

In biography Jacob Abbott comes to the front again, with "David Crockett," Harrison's "Oliver Cromwell" makes one smile a bit at the short shrift its subject would have given to a book thief if *he* were running a library. Maimon's "Autobiography" is a curious loss, and the other two volumes went from the closed shelves.

The fiction losses range far and wide, and there are only a few that one finds special reason for. Two copies of Chateaubriand's "Atala" points to a study of French, and the need

of a "trot," and perhaps Balzac's "Magic skin," Daudet's "La Belle Nivernaise" and Lamartine's "Fior d'Aliza" went in the same direction.

The percentage of loss to the number of volumes in the library is, of course, higher than that to the circulation, as the latter is always the larger figure. But the significance of the figure is not so great. It is natural that the loss from a collection of 30,000 should be for the library with a circulation of 200,000 twice what it is for the library of 100,000. And circulation varies enormously in proportionate relation to size The variation in the number of books in the reference collections of the library makes some libraries appear as having a comparatively small circulation, when if the figures for the library were given for the circulating collection alone, this would not be the case. But as many libraries could not give the separate figures, the percentages are here computed, as were those to the circulation, of total loss to stock. The losses then range from 271 volumes to every 10,000—the exceptional record of Los Angeles—to four volumes of every 100,000, the record of Fall River. In the group of cities of over 300,000 inhabitants the range in loss from the open shelf libraries is from 180 volumes to 23 out of every 10,000, with a mean of 88. In the closed shelf libraries of this group the loss ranges from 38 in every 10,000 to 15 in every 100,000. In the second group the open shelf libraries lose from 271 to 15 volumes with a mean of 61, and in the closed shelf libraries from 31 in every 10,000 to 4 in every 100,000.

In the third group—cities between 60,000 and 100,000—the open shelf loss is from 124 to 16 in every 10,000, with a mean of 25, while the closed shelf library lost only 106 out of every 100,000, or a little over 10 per 10,000.

In the last group of libraries in small communities, the loss ranges from the zero of Fairhaven, through 78 to every 100,000 of Gloversville, to 13, 41 and 65. As I have already stated, these figures do not seem to me significant as compared with those of percentage of loss to use. If counted as wear and tear losses, they would not be considered heavy. The discarding in the Pratt Institute free library for two years shows a loss in this direction of 43 in every 10,000, and many libraries would doubtless show more.

Now, after this long excursion, we come back to our old question: Who took these books? And first, were they taken for sale? There is no reason to suppose so. Only an occasional volume of those missing has money value enough to make it pay to steal it, so to speak, and there are many volumes of good money value safe on the shelves. One stealing to sell would be likely to keep the habit up, and his depredations would probably show in some noticeable way. Also, such a thief is more likely to get caught, because his spoils are traceable if sold. The answers obtained from the questionnaire show little loss of this sort. A few libraries have had notable epidemics of stealing, and have usually caught the culprit. Scranton lost $150 of books from the reference room within a few months, and the depredations ceased suddenly before the thief or thieves could be detected. New Haven recovered 80 volumes taken by one man; Buffalo recovered 35 volumes of fiction from the estate of one woman; Utica recovered through the police 19 books on metallurgy taken by a man engaged in the manufacture of counterfeit money; Kansas City lost all books on South American history in a brief period; and several branches of the New York public library have suffered from epidemics, believed to be the work of one person or one group. But generally the loss is steady and varied. A daily inventory of Yiddish—in which the loss is heavy—was kept for a time in the New York public library, and this shows the loss to be fairly regular.

In order to guard against the stealing of books to sell, some libraries warn all second-hand dealers in their vicinity, more expect the dealers to return such books. But the number of books thus returned is insignificant in most cases. Somerville once recovered several hundred, stolen by one thief. Kansas City has thus regained 100, Cleveland gets back from 25 to 50 a year; New York perhaps 25 a year, and other libraries few or none. Cincinnati's experience seems typical. Mr. Hodges says: "Your question seems to me especially pertinent. We do keep in touch with second-hand book dealers, in close touch with them, and it does not happen oftener than once a year that our books are offered to these dealers. There is no money in stealing books from a public library, there is no temptation for fairly intelligent people to steal them; the books are taken by

ignorant persons and by children. When the books are taken by children, they soon turn up at the public schools, or they are thrown away in the streets. Reports of such stealings come to us perhaps once in four or five months."

If the books are not taken for sale, but for use, who takes them? Students of all kinds are undoubtedly the chief sinners. High school students, college students, university students, those studying music, a trade and—in some places a formidably large number—those who are preparing for civil service examinations. Beyond this it seems hard to go. That an individual should steal in order to read a copy of "Cranford" or a volume of Marion Crawford, is difficult to believe, yet there seems no doubt that it is true.

But another question arises at once. How many individuals took those 418 volumes? That is an unanswerable question, but is it not reasonable to suppose that more than one volume went to an individual? Would an average of five a year be too great to allow to the man or woman who takes one? If not, then some 83 people of the 13,000 who were using the department abused the privilege of the open shelf. I feel confident that the number was even smaller, but let it stand at that. If 83 people out of 13,000 are thieves—granting that all stole to keep, and consciously, which is granting altogether too much—is that a large proportion of people of a loose moral sense to expect in a community? Is there reason to suppose any one of the 83 was made a thief by the freedom granted in the library? And are the 12,917 others to be kept away from the shelves because of the moral obliquity of the 83?

One word about the accuracy of all figures of loss. A certain proportion of the volumes missing in a given inventory are sure to reappear, and all the figures here given are, with the exception of those for Denver, for the last library inventory, so that there has not been time to clear up the scores, and the figures here given are too large. The 1905 inventory of the Pratt Institue free library was taken a year and a half before the last (1907) inventory, and at the time of the latter, 50 of the 120 volumes reported missing in 1905 reappeared. Fourteen libraries report the number of volumes missing in their next to the last inventory, and the number found since. The figures vary from four volumes found out of 225 missing to 50 found

out of 83. But all but two libraries recovered at least one tenth of the missing volumes, and most of them many more.

Then a certain amount should be allowed for error. The librarians who answered this set of questions seemed almost unanimous in the opinion that it is impossible that a mistake should be made in discarding, but it would seem more reasonable to put the matter as Miss Burdick of the Jersey City free public library put it in answering the question regarding this: "Not until the millenium comes and perfect people are the rule, will there be a perfect shelf-reading." The proportion of loss due to errors in the library is undoubtedly very small, but it is a mickle to subtract from the muckle of the whole loss. Some libraries also report as missing in inventory the books lost through mistakes in charging. It is true that people should return their books in any case, but it is equally true that some people forget unless reminded by the library of the fact that a book is charged to them.

The fact that now and then some one returns a book that had not been charged with profound apologies indicates that a certain number of books are lost in this way. The people who do this are the absent-minded people, who may easily forget all about the book or books taken, leave them in a car, bury them in bookcases, or lend them to friends. We have all had the experience of the perfectly honest person who disavows, sometimes in sorrow, sometimes in anger, ever having had a given book from the library, and yet later appears shamefaced to return it, still not remembering ever taking it or having it. A few of our books go to such people, and certainly do not corrupt their morals. It may be claimed that these individuals could not get the books under the closed shelf system, but in any library that allows anybody to go to the shelves, these are likely to be the very people who ask for, get, and truly appreciate the privilege! There are also people who take books without charging—either because of a forgotten library card, a card held for some reason, or in order to avoid the return at the usual time limit—but who intend to return the books. Many times they do return them; pretty certainly some times they do not.

With all possible deductions, however, the open shelf losses as a rule are a good bit heavier than those in the closed shelf libraries. Do they increase with years? That is hard to say,

as it is hard also to get figures to compare the losses under the two methods of a library that has been both closed and open. Let us use what facts we have. The Newark free public library figures are the fullest that have been given me, and they are of great interest. In the years from 1890 to 1894 the shelves were closed, and the loss in successive years ranged as follows: 8 to every 100,000 circulated, 12, 16, 15 to every 100,000. From 1894 to 1900 all the books except fiction were on open shelves. The losses ran as follows: 15 in every 100,000, 13, 13, 26. Since 1900 the library has been entirely open shelf, and its losses have gradually risen as follows: 44 in every 100,000, 65 in every 100,000, 11 in every 10,000, 16 in every 10,000. The Pratt Institute free library lost in 1904, from closed shelves, three volumes in every 10,000, in 1905, with all closed but 3,000 volumes, eight out of every 10,000 and in 1907, with the main part of the circulating collection open, seventeen out of every 10,000. Springfield, Massachusetts and Providence, Rhode Island, report losses decreasing, although still considerable. The 51st annual report of the Public library of Brookline, Massachusetts, for the year ending January 31, 1908, gives the loss and circulation from 1898 to 1907. This shows a variation in loss from year to year as follows: (chronologically) 7 in every 10,000, eight, eight, three, three, eight, six, five, five, five. In no library for which figures are given has the advance been rapid.

But when all has been said as to the smallness of loss, and however much we may be convinced that this is no serious bar to opening the shelves, yet there remains with us the responsibility of doing what we can to lessen the losses. And especially is this true in the larger communities. Nine volumes for every 10,000 circulated is not an appalling loss, but if the circulation rises to a certain point, the difference in degree becomes one in kind. For multiplying by 100 gives a circulation of 1,000,000, and a loss of 900, and even dividing by the five I have judged to be fair gives us 180 persons who have stolen books from the public library. And a little more multiplying and a few years of fresh accessions increase this number until it is an alarming one.

What preventions can we adopt, then, and what precautions can we take? The first thing that comes to mind as to this

is the accusation our English brother librarians make, that we do not safeguard our access. And when we turn to look at British conditions, we certainly find them different from ours. The battle is still on there, and the victory for the open shelf is by no means as nearly decided as here. And yet this problem of loss is almost negligible with them. Open shelves there are barely 15 years old, but that is quite long enough to test the question of loss. What do we find there? Croydon losing nine books in a year, out of a collection of 38,306 and with an issue of 290,000 volumes, and other libraries with like tales to relate. What American *closed* shelf library would not be proud of this record? And the Englishmen say the smallness of loss is due to *safeguarded* open access. Is it? I wish I might think so, but I fear there are other reasons. Safeguarding means (a) having charging desk by the single exit; (b) having a turnstile; (c) the requiring a library membership card for entrance to the room. The second is not universal in England, but the first and third are, so far as I am able to learn. Mr. Champneys in his recent volume "Public libraries" says: "He (the reader) can only enter the library by returning a book previously borrowed, or by showing his ticket, and can only leave it when another book has been charged and his ticket left in pledge." The last half of this sentence sounds like forcing the circulation, but it was hardly so intended, one supposes. But jesting aside, where lies the difference between English and American free access? Not in the first point, for most American libraries do have the charging desk by the single exit. Not in the second, for a good many Americans and not all the English libraries are so provided. In the third there is a distinct difference. Would the presentation of a library card for entrance prevent the losses here? Surely it would not, to any appreciable extent. It would annoy a great many people, keep out some who object to such an expression of doubt, and in no way prevent the dishonest from concealing books as at present, while regularly charging one properly presented. The difference goes deeper than charging desks and admission tickets; it is a difference in the people themselvs. The English have a higher respect for law as such than have the Americans, and they have also a keener sense of property rights. I trust no enterprising reporter will accuse me of say-

ing that the American people are dishonest. But I am quite willing to stand for saying that they are careless both as to law and as to property.

It is not necessary to multiply instances, because we all know the carelessness as to the law to be a fact, as is natural in a country still in the pioneer stage in many ways, and with an enormous heterogeneous foreign population to assimilate. The carelessness is shown in the library as it is elsewhere. And as to property rights; well, if you lose your umbrella in London, you expect to find it; if you lose it in New York, you do not expect to. In either case you may be disappointed, but the expectation is significant. English libraries are dealing with a different public, one easier in many ways to manage if, as we think, harder to influence. Their ways would not obviate our difficulties, as to safeguarding any more than as to indicators. We must work out our own problem for our own people.

Again, then, what can we do in prevention? In the analysis of the Pratt Institute free library losses the statement was made as to certain classes of books withdrawn from the unrestricted open shelves. This is a preventive that has been adopted in a good many libraries, and is of course to be applied according to the actual experience of the libraries in question.

At Fall River the public library, whose losses are noticeably small, turns over to the police the titles of overdue books not returned after due notice, and the police collect them. The library has a regular printed form of report to the police. The detention of a public library book thirty days after notice in writing is in Massachusetts, as in New York, and doubtless other states, a punishable offense especially provided for.

Here seems the place to note the duty of the library to get back all books taken out in the regular way. A book taken regularly and kept indefinitely is as much stolen as the book taken informally, with the added disadvantage that the delinquent knows that the library is quite well aware that he has the book. If the library fails to insist on the return of the book, how can it expect others to respect its property? It is not easy or cheap to trace people who have moved, or to hunt a peripatetic boarder or commercial traveler, but each one in possession of a book is an argument not only for the weakness of the library, but for its carelessness. Do you think the dan-

ger small? Let me give you a few figures. In one library in a large community that lost from the shelves 15 books to every 10,000 circulated, the number regularly charged to borrowers and never returned was for the same circulation, 6. That is dangerously near half as many as were lost from the shelves. In another large community the loss per 10,000 circulation was, from the shelves 16, from "delinquents" five. Others range as follows, the shelf losses being given first: 38, 3; 10, 3; 9, 2; 9, 2; 6, 2. This is a question that has not been much considered, but certainly should be before the prestige of any given library is impaired by the general knowledge that it does not insist on having the law—of the library and perhaps of the state—enforced.

There is no question that the detection and punishment of theft is the very best preventive of all. The detection is not easy. A number of libraries report the employment of professional detectives at certain times, but in no case was the thief discovered. And yet this should not deter other libraries from adopting this method. As Mr. Bostwick once said, a corps of detectives should be engaged, in case of need, "even if they cost the library ten times the value of the books stolen. There is more at stake in this matter than the money value of a few volumes." And for Cincinnati, Mr. Hodges says: "We follow up every bit of evidence that our books are illegally in the possession of outsiders." If every library did this, losses would decrease. A concrete proof of this is a recent experience of the Queens Borough public library. Miss Hume writes:

"In the spring of 1907 we had opportunity to arrest a thief who had stolen eight or ten books from one of our branch libraries. The case was postponed several times, but we were very persistent and finally obtained a conviction. The immediate effect of this was a return to various branches throughout the borough of books which had been stolen. Some of them were on our missing list; others had not yet been missed. Some were returned at one branch by being left on the door sill in the morning—five or six came back in this way. At another branch one book was tucked away on the shelves in the children's room and found there by one of the librarians, very much soiled and used. One book was also returned by mail without any clue to the sender. These books had all, evi-

dently, been taken away with the intention of theft, and I think there is no doubt that the influence on those who were contemplating theft must have been prohibitive."

This very case is an excellent example of the American attitude toward a breach of the law, and an illustration of the well known fact that we would rather be kind—good natured—whatever you choose—than to be just. Miss Hume prosecuted this case against public opinion both publicly and privately expressed. Clergymen, editors, prominent men of different sorts, came and besought her not to prosecute, and are, one supposes, still unable to see why she considered it her duty as the custodian of the public library to protect its interests and to punish those who seriously injure it. If more librarians were willing to take this unpleasant task of prosecution, losses would lessen, unquestionably. The library has a serious responsibility as an educational institution, to make those who use it live up to *their* responsibilities and pay the penalty of any wrong-doing.

Those who hold the open shelf to be a pernicious institution—or doctrine—may think me arguing on their side of the question. Far from it. The library should enforce the law and exhort such of its constituency as need exhortation to the very limits of its power—but its best method of inculcating responsibility is still that of *giving* responsibility.

No better summing up of this matter occurs to me than one that was made in 1901 by a librarian to whom the question was one of theory, one who had not then done a day's work in a public library. After five years of practical experience these words are here repeated with fresh conviction, which neither losses nor other abuses of privilege have shaken:

"Since democracy has emerged as the leading governmental principle of the civilized world of today and tomorrow, it is an axiom that the only school for the voter is the ballot-box. It is equally true, and on reflection equally obvious, that the only way to teach people how to use the public library is to give them the public library to use."

OPEN SHELVES

In a paper read at the meeting of the Illinois Library Association of which he was president in 1900, Erastus S. Willcox of the Peoria, Illinois, Public Library presented a paper on Open Shelves in which he states his adverse opinion. He believed that "the best served library is one well-equipped with catalogs and served by educated and intelligent assistants, themselves sole responsible guardians of the library's treasures."

Eight years later, at the Minnetonka Conference of the A.L.A., Mr. Willcox was still convinced that open shelves are a snare and a delusion and give increased opportunity for undetected theft.

Erastus Swift Willcox was born in 1830 and graduated from Knox College with the class of 1851. He then taught for one year, worked in a Peoria, Illinois, bank for another, then went to Europe where he spent two years studying conditions and languages in Germany, France, Italy, and England. Upon his return he became professor of languages in Knox College, where he remained for six years. Later he engaged in manufacturing and mining.

In 1864 he became a director in the Peoria Mercantile Library, and when it was absorbed by the Public Library in 1891, he was appointed librarian. Mr. Willcox was the author of the first public library act passed in any state, enacted by the Illinois Legislature March 7, 1872. It still remains on the statute books and has been copied by practically every state that has since enacted a public library law.

As the result of a street-car accident, he died March 30, 1915.

Open Shelves

In discussing the question of open shelves, or free access by everybody to all the books in the library, I do not take into consideration the small library in our smaller cities, for this is nothing new with them, it has always been the rule—the smallness of the library room and the limited number of assistants make it necessary, and the fact that the books are mostly in plain view of the librarian and of all the visitors makes it practicable.

Nor is it a question of exposing in the open reading or reference room of larger libraries so-called works of reference —dictionaries, encyclopedias, etc.—for these are under the watchful observation of not only one or more of the attendants, but of the entire body of readers in that room.

Nor, again, is it a question as to the children's room of those libraries that can afford them, where books are arranged on open shelves around the four sides of the room, and a trained assistant sits near the exit to advise with the children and keep watch over the books.

It is only in its application to the larger libraries of 50,000, 150,000, or 500,000 volumes that free access to the entire collection, and under no restrictions or supervision after having once passed the wicket, is a burning question. Perhaps I should rather say a smoldering or smothered question, for at the Atlanta conference last June when the question was put, How many are opposed to practically unrestricted access in large libraries, the vote stood, opposed 30, and none reported as in favor; and this after Mr Brett, of Cleveland, had said: I am inclined to take the position that no argument for open shelves is necessary—that the burden of proof rests with those who would restrict; after Mr Hill, of Newark, had said: That excepting art books and expensive books, every other book the public should have access to; and after Mr Thomson, of Philadelphia, had concluded a powerful appeal for the utmost freedom of access by saying: The mere fear of the loss of $300 or $400 worth of books a year should not be allowed to stand in the way of the open-shelf system for one single minute.

Now these three gentlemen are among the most distinguished in our profession—distinguished and honored deservedly for

their intelligence, their long experience, and the success they have achieved in library work. I esteem them as personal friends, their deliberate conclusions are not to be thought lightly of; but I must say I am not yet ready to follow them quite so far, as I see our A.L.A. at Atlanta was not. In fact, I think they are approaching the danger line; and because I fear some of our younger librarians who look up to them as leaders may, with undue precipitancy, feel inclined to jump into the band wagon and join the procession, if you will pardon my language of the street, I venture to suggest what seem to me some objections; for the novelty, the very audacity of the open shelf idea has a fascination, it seems to promise such great things.

The two chief arguments for the open shelf, urged as apparently irrefutable, are:

1. The public library is the people's property, paid for by the people's money, and they should not be kept from their own.

2. A greatly increased use of the library.

As to the first, it is based on a palpable fallacy. It is indeed the people's library, but the great majority of those who frequent the library contribute very little, if anything, to its support. It is of the very essence of the free public library idea that we compel the rich, the property owners, to submit to taxation for library purposes in the interest of the poorer classes who could not afford $4 a year for a family membership in a subscription library. It is the real estate and personal property of a city that pays the taxes, and that, I regret to say, is in the hands of comparatively few—the capitalists, the great corporations, the successful business men, and the wealthy families, and they very seldom visit the public library; they do not like to be jostled in the crowd, they have their own libraries at home, and would not permit a public library book, soiled and worn, to be seen on their elegant center tables. If you should consult the tax list in your city collector's office you would be surprised to see how small the number of taxpayers in a large city is.

That I believe in taxing the rich for this purpose it is not necessary for me to say to those of you who are familiar with

the history of library legislation in this state. It is one of the great satisfactions of my life that we have such a law.

Our library funds are a trust placed in the hands of library boards by the property owners for two objects: 1) the diffusion of general intelligence, and the furnishing of wholesome entertainment to the masses; and 2), and no less important, to build up a great library for the benefit of succeeding generations to the credit of the city. We should, therefore, not give heed alone to the present clamor of those who from their ignorance of books and the novelty of the thing, want to rush in and handle every book in the library a hundred times over; we should bear in mind also the wishes, expressed or implied, of the generous and more intelligent taxpayers, who have a right to expect a wise and permanent use of their money.

As to the second argument—a greatly increased use of the library—Mr Thomson and a number of others would say, this admits of no question, we have demonstrated it. I am not quite so sure. Has Mr Thomson, have the others, tried the old way, and to its full possibilities? Have they a complete, up-to-date card catalog on the dictionary plan, without which no library is half a library—the blind leading the blind—and a printed catalog or, at least, a fiction list? Have they a trained body of intelligent, educated assistants to wait upon and advise with their public? If not, how do they know? If I am not mistaken, the Free public library of Philadelphia is still a young thing, composed of fifteen large libraries in different parts of the city lately consolidated under one management and made free. It would not be surprising if such a congeries of libraries in so large and intelligent a city as Philadelphia, with so small a foreign element, and suddenly thrown wide open to everybody—a free lunch counter for people who had no meat—should show great results in circulation.

But while a large circulation is what we like to show in our annual reports, it should not be strained after at the expense of other things generally considered necessary to the proper administration and preservation of a great collection of books. These ought ye to have done and not to leave the other undone.

Order is heaven's first law, and above all things, in a library. Where "go and help yourself"—"catch as catch can"—is the

rule, where a hundred or more men, women, and children are roaming around, taking down book after book to see how it looks inside, you may possibly find the book you want, but the chances are against you, and the assistants are as helpless. A young lady friend of mine, familiar with the prompt, intelligent service in our library, but now living in Philadelphia, says she has given up any attempt to get books from the public library there. She has not the time to waste in hunting for them in such a confusion, and the assistants could find them no quicker. One of my assistants who visited that library not long ago declared to me on her return, her lovely auburn hair bristling with exclamation points, that the whole library was just hash! Such a system may amuse a few idle, purposeless people, but to the discouragement and exclusion of the busy and useful members of society.

If I mention Mr. Thomson and his library more frequently than another it is with no invidious intent, but rather in compliment to him; he is the tallest poppy in this field of wheat, and one of its brightest.

In public libraries about seven-tenths of the circulation is fiction, called for principally by women, children, and lawyers, the remaining three-tenths consist of books of history, biography, travel, art, science, and literature. After a reader interested in these more serious subjects has once been admitted to our alcoves to see what we have, which is freely permitted, he almost invariably finds he can be better served by our catalogs, our experienced assistants, or especially by our reference clerk, and he prefers it. If he still needs to make a personal and more prolonged study in a certain class of books, we give him a chair and a table in the stack room beside them. This leaves our books undisturbed, each in its proper place on the shelves, to be got at promptly by the attendants. The student class and our club women, for instance, who prepare papers on a great variety of recondite subjects, making the most exacting and, also most welcome demands on our resources, would be absolutely lost and helpless it left to their own investigations and told to go and help themselves. A single subject may require a search through dozens of volumes and whole sets of periodicals with the aid of Poole's index—a task which no one but an expert could accomplish. In the pursuit of such investi-

gations as these, which are going on all the time, it is a matter of necessity that our books be kept in the strictest order, to be had at a moment's notice; and it seems to me that the advocates of the open shelf forget this, the most important function of the library—the duty of helping the helpless—of course, not entirely forgotten in the larger libraries, I should add, but more or less hampered and obstructed.

As to the readers of novels, the majority of these know what they want—the latest new novel, books that are skimmed today, and skimmed milk tomorrow, or some older novel that has stood the test of time. These readers can all without exception be more promptly and more satisfactorily served through the printed fiction list and bulletins by the assistants at the desk.

But there is, it cannot be denied, a small class of idle women and lazy, misfit, cast-off men, without occupation of any kind, who are at a loss to know how to fill in the slow remaining hours of a useless life, and who would find the comfortable alcoves of a library where they might rummage around all day among a lot of books, a perfect paradise for loafers. Every library has its regular and all-too-familiar standbys of this holy order of mendicants.

The question is this: Shall the books on our shelves be kept at all hours of the day in such convenient and classified order as to answer promptly to the intelligent demands of the better, the studious class of our patrons, or shall they be given over to disorder to gratify the aimless curiosity of a crowd, mostly idlers? For whoever comes to the library knowing what he wants or nearly what he wants, can be better served, as he could in a dry goods store, by the trained assistants; if he does not know what he wants, or wants nothing in particular, he should not expect us to turn the library into a bargain counter to be fumbled over.

In these remarks I assume that the library has first of all done its whole duty toward the public by providing a printed catalog for their use, or at least a fiction list, but anyway and at whatever cost, a complete, up-to-date card catalog, accessible to the public, cleanly kept in small drawers and not in open trays on tables, and repulsive with dirt. Not to have done this—to turn your public into the stack room for lack of this—is a

confession of ignorance or laziness on the part of any library that has the means to do it.

Now and then, it is true, we find a person who seems to suspect a catalog may be a kind of catamount, or some one of the ferocious cat family—possibly a cat-o-nine-tails or a catechism—and carefuly avoids coming too near it. Lead your timid friend gently up to the formidable cages—the drawers—and explain the thing. In two minutes his fit of trembling will have passed, and he will find it as harmless, as useful, and as easy as his A B C's.

A second objection to the open shelf is the damage to books from so much handling by an irresponsible public. This, too, is denied like the others, or made light of, but on what grounds I cannot understand. Every time a book is handled it is soiled and hurt, and starts again on its downward road to the bindery or the paper mill. At the checking room where they relieve visitors of their wraps, do they provide wash bowls, soap, and towels also, for dirty fingers?

I make no rejoinder to such denials, but leave it to the experience of those librarians who have an intimate acquaintance with their own libraries, but for myself I think it in a small way like the pillaging of Rome by the Goths and Vandals.

Now as to the theft of books from the open shelf; this is acknowledged. In Newark it is from 30 to 40 volumes a year, and many plates cut out, all from the better class of books, for they had not yet thrown fiction open to the public. In Minneapolis, 300 volumes a year; in Cleveland, $300 worth a year; in Buffalo, 700 volumes in seventeen months; in Denver, 955 in a year, and in St. Louis, 1062 in two years; but losses like these that would make some of us blush to report are spoken of as hardly worth considering, mere trifles.

There are few things in the world that tempt honest folks more than a book, especially if it be a library book—umbrellas always excepted. "It belongs to the people, paid for with their money; I am one of the people, it is, therefore, partly mine anyhow, and there are so many books there it will not be missed; is anybody looking?" 'Tis opportunity that makes the thief.

Now let me appeal to my friends of the open shelf, and I will say nothing about the value of the books stolen yet in your short experience with this experiment, nor of the costly plates

secretly abstracted from large art works on your shelves—to the despoiling of them; the value of these we partly may compute, but what shall we say of another and far more serious matter—the encouraging of theft? In your annual reports and in the daily press you announce that only 300, 500, 900 books were stolen from the public library last year, and add, but this was a small matter, hardly equal to the salary of one assistant, practically of no consequence. Perhaps not if we only take into account the theft, but what about the thieving? Shall we condone that so lightly?

You say to the public: These are your books; you paid for them, of course you will take good care of your own property; we confide in you. They are pleased and flattered with the information, but with a little casuistry conclude if the books really are theirs no great harm is done if they quietly help themselves to their own now and then, provided it leads to no disagreeable remarks.

You tell them: We know you to be honest—we have said it in print—but you will please leave your capes, cloaks, and especially your bags, in the cloak room before entering, where they will present you with a handsome brass check for them; it will assist you in resisting temptations that may beset you inside if you leave them there; and, as a further assistance, our entire library force have kindly consented to keep their eyes on you as they may be able; and to make assurance doubly sure, a noble-hearted detective man with big brass buttons will see you safely through the turnstile as you pass out. In short, notwithstanding all your soft blandishments, you act on the conviction that a large per cent. of the public will bear a good deal of watching; you make every visitor a suspect by your evident and extraordinary precautions, and then you turn a crowd loose among 100,000 books and challenge them to steal a book if they dare. In my opinion your challenge will be accepted to your entire satisfaction, and more and more frequently every year.

Let it once be whispered around that so and so many books were stolen from the public library last year, and are expected to be stolen every year, but the librarian considers it a matter of little consequence, hardly worth mentioning, and the inevitable conclusion will be, by many at least, that the theft of public

property is not considered so culpable a thing after all, as they were taught at Sunday-school—merely a question of dollars and cents. Does not this look a little like encouraging and conniving at theft? And can your most expert accountant figure out how far this virus may spread through the body politic—how much harm it may do in deadening that keen sense of honesty which society, by a hundred different means, is striving to inculcate in the minds of the rising generation? To hold out opportunities for theft is a crime—to invite it, to condone it, and by one of our great educational institutions, is monstrous. I cannot think it is for this that the free public library is supported by a generous and confiding people.

These, then, are some of my objections to the open-shelf system:

The books are liable to constant disorder.

They are damaged wantonly by excessive handling and fingering.

They are mutilated and stolen to a shocking extent, and the theft must necessarily be connived at in order to justify the system.

How much better is a library served by educated, intelligent assistants, themselves sole and responsible guardians of its accumulated treasures, all growing daily more familiar with the contents of the books, and the older, more experienced ones, when help is needed by the younger ones, able to answer or find an answer to all inquiries—a library well equipped with catalogs, and a public instructed how to use them! It is such a library as this that is of the greatest good to the greatest number; it makes itself felt as a great educational force in a city.

Open Shelves in the Popular Library

In looking at the program, which did not come to my hands until after I arrived here yesterday, I noticed an outline which covers a large part in substance of the speaker's argument, with much of which I could agree, with a slight variation of a few words. In that outline mention is made of the difficulty of understanding a catalog. I do not think there is any difficulty about it whatever. If any person is alarmed at the term "catalog" because it sounds like "catechism" or "catamount" or

"cataclysm" or anything of that sort, take them up to the catalog and in half-a-minute—man, woman or child—you can show them the use of a catalog (I am speaking of the card catalog) that will be a revelation to them. The card catalog is the key to the contents of their library and it is a revelation and a delight. I have noticed it time and time again. Little children can learn it just as well, and as frequently, and use it just as easily and often as anybody. I object, therefore, to the objection made to the catalog. And in speaking about going through a library and looking at the books, rummaging and rambling through a large library, it says "this is an education!" Now if Miss Lord will change that word "education" to "dissipation" it will suit me exactly. I would rather have my son know, master, one good book, than to fumble over a thousand any day, and you all know that too. There is one other point where she says that the great mass of library users should not be punished for the sins of the few. My opinion about that is that the great mass of library users should be helped and protected from the sins of the few that are rambling inside. In my remarks I am sorry to say that I must repeat some things that I have expressed years ago, and which some of you who are Illinoisians heard me say then. I cannot present anything newer or better than I said before.

Open Shelves

Public library funds are a trust confided to library boards by the property owners of a city for two principal purposes, viz:

1 To diffuse general intelligence and furnish wholesome entertainment for the present generation.

2 And, no less important, to gather and preserve the accumulated experience of our race for the use not only of the present generation but of future generations also.

Formerly this second object—collecting and safely guarding for a select few—was the main thing. The great libraries of the old world were built up on this plan.

The diffusion of general intelligence, providing of wholesome entertainment, is the modern free public library idea.

In the administration of library funds neither of these objects should be slighted—they are both good—neither should be made to suffer at the expense of the other.

The public library of today, having its own independent and attractive home in every city and supported generously by public taxation is no longer the cheap circulating library of 36 years ago; it is a prominent public institution with possibilities of unlimited usefulness increasing in geometrical ratio from year to year, and the question I ask is: Shall the public library, owned and supported by the city, be held to the same strict accounting as are our municipal departments—police department, fire department, work house, poor farm, jail?

Shall it be managed with the same regard for its usefulness and preservation as the city exercises over the other properties and institutions, its public schools, its parks and gardens, its streets and boulevards, its museums and monuments?

The city does not permit its other fine properties to be ridden over and trampled on, to be ruthlessly robbed and wasted; there are laws and ordinances and police courts and policemen with big sticks.

It is high time to ask ourselves this question with these amazing statistics just laid before us.

It is not necessary that I should detain you with recounting them all, a few are plenty and more than enough.

One library reports $1,000 worth of mutilation of books and periodicals, in one year—portraits, reproductions of famous pictures, choruses, arias, overtures and numerous books rendered worthless. Works of reference disappear, are stolen by the armful. Another library reports 73 works of reference stolen in a few months, another lost every book on South American history, another, 19 books on metallurgy, another, 34 Yiddish books stolen in a single month, and from annual reports we learn that the Denver public library, experimenting for three years and nine months with the open shelf lost 3978 volumes, and shut down on that folly. The school library of the same place lost in its last year 900 volumes and was then turned over to the public library.

The Boston public library lost 1693 volumes in 1905, the Providence public library 1795 volumes the same year, the Los Angeles public library 4044 a year for two years and 5062 in 1907, according to the latest report just to hand. They are at their wits' end and begin to realize that open shelf is only another name for self-slaughter. It may soothe your ruffled feel-

ings to talk about prosecuting those book thieves relentlessly. That sounds well, but I would suggest that you follow the advice of that ancient cook book—first catch your hare. Try first to catch them.

And, again, what kind of a business would you call this that reports without a blush, of books borrowed in the regular way, but never returned nor paid for in a single year—one library, 110; another, 224; another, 246; another, 531; another, 1160; another, 2041? Cincinnati, Philadelphia and Minneapolis get off easily, they keep no records.

Now I ask in all seriousness, what business man of your acquaintance could report such amazing losses, such thefts and wanton destruction of his goods, and do it with the self-satisfied smile worn by some of our laurel-crowned chiefs in the library world?

Have we librarians no knowledge of business methods? Should not the public property entrusted to our keeping be as carefully guarded as merchants guard their goods, letting nothing pass out of our doors that is not properly charged or paid for, and, if stolen, pursued?

We hold our city officials to a strict accounting for every dollar they receive and a detailed accounting of every dollar they expend and if not done, out they go next election. Is our accountability less, is our bookkeeping more difficult? I happen to know a little about both and I assure you it is not.

Now, to what shall we attribute this scandalous waste of public property of which I have spoken, and the half has not been told? Nine tenths of it, I may almost say, ninety-nine hundredths of it is due to the open shelf craze that struck this country some 12 or 15 years ago. It was an east wind that did it. We of the west know a cyclone when we see it coming; it may lift us off our feet for a moment, but we soon come back to terra firma as Denver did and Los Angeles is doing. Is it any wonder if a great library, thrown wide open to the handling and pawing of crowds ignorant of books or of what they want, is soon "thumbed out of existence," as our friend John Thomson, of Philadelphia, wittily puts it in his latest annual report and he makes a piteous appeal for a larger appropriation to replace these books "thumbed out of existence." I, myself, am really fond of the bright-eyed, curious gypsy folk, but not

among my chickens. As to the value of an education to be had from a bowing acquaintance with the backs of books, I cannot speak from personal knowledge. What little education I got in school and college was not won that way.

And here permit me to say, that while I question the wisdom of one thing advocated by some of our librarians, none the less I do admire a hundred other things they have done and are doing so well.

The open shelf means removing all barriers and throwing all doors wide open to 50,000 and 150,00 carefully selected books and inviting everybody in to help himself.

Applied, for illustration, to a dry goods store it would mean, "Here are our choicest goods on these well arranged shelves—all the latest styles and qualities with prices to suit everybody—step behind the counter, please, pull down what strikes your fancy, spread them open, feel their extra fine quality and make your choice." Or, go to your bank and ask for $100. The paying teller points to the trays of gold and silver inside and asks you to be so good as to walk right in and help yourself, only please leave your check for the amount taken as you pass out and your bank will go out of business by 3 o'clock P. M.

In the small country libraries of 2,000, 5,000 or more volumes, with, perhaps, a single assistant to the librarian, all the books in plain view and everybody well known, this method was followed of necessity from the first, and some books were stolen even then, for alas, it cannot be denied that we have book thieves with us always. But now with city libraries of 50,000, 100,000, 200,000 volumes, great and priceless, long accumulated collections, with ampler rooms and trained assistants, it is no longer necessary to take such chances of loss. We have printed catalogs, card catalogs, lists and bulletins, and, especially, a body of intelligent assistants familiar with the location and contents of every book in the library, that is, until ransacked by a horde of Goths and Vandals. We no longer need to offer opportunities for thieving, still less practically connive at it as some of our honored librarians have come very near doing in their published statements. Note. I do not say the open shelf makes thieves, they are made already in plenty, watching for opportunities. Ask your merchants about their experience.

"Only 300, 500, 900 volumes disappeared last year, but this

was a small matter hardly equal to the salary of one assistant, not worth mentioning." Does this not sound like the genial voice of our friend, Harold Skimpole?

"Are you arrested for much, sir?" I inquired of Mr. Skimpole.

"My dear Miss Summerson," said he, shaking his head pleasantly, "I don't know. Some pounds, half shillings and half pence, I think were mentioned. "It's twenty-four pounds, sixteen and seven pence ha' penny," observed the stranger, "that's wot it is!" "And it sounds, somehow it sounds" said Mr. Skimpole, "like a small sum."

In an impassioned appeal for the open shelf by a prominent librarian at the Atlanta conference, nine years ago, he exclaimed, "The mere loss of $300 or $400 worth of books a year should not be allowed to stand in the way of the open shelf system for a single minute."

The result of these teachings by such influential men of our Association is shown to-day after 12 years' experience, in redoubled losses by theft and mutilation, not only in their own libraries, but in many others that had not the courage or experience to resist their soft persuasive voices. It is so easy to go with the crowd.

Let it once be whispered around that so and so many books were stolen from the public library last year and are expected to be stolen every year, but the librarian considers it a matter of little consequence, hardly worth mentioning, and the inevitable conclusion will be, by many at least, that the theft of public property is not considered so culpable a thing after all as they were taught at Sunday school. Does not this look a little like encouraging and conniving at theft? And can your most expert accountant figure out how far this virus may spread through the body politic, how much harm it may do in deadening that keen sense of honesty which society, by a hundred different means is striving to inculcate in the minds of the rising generation? To hold out opportunities for theft is a crime—to invite it, to condone it, and by one of our great educational institutions, is monstrous. I cannot think it is for this that the free public library is supported by a generous and confiding people.

I find few inventories mentioned in annual reports. Are

they afraid of the revelations an inventory would make? Is it harder to take an inventory of 150,000 books than of $150,000 worth of stock in a wholesale hardware, grocery, or drug store?

But enough of this, may I tell you how we do in Peoria and, as I have lately learned, in Denver, also, after that fine library had been pretty well riddled and ripped up the back for several years by the best and brightest open shelf lunatic in our entire sisterhood. (I mention no names lest two others of my best friends should feel hurt at not being included).

With a present library of 100,000 volumes and a stack room capacity for 200,000, we keep our books in a carefully classified order on the shelves in the stack room immediately behind the long delivery counter. On this counter you will find a few, some 40 to 50, of the late novels, books that are skimmed milk tomorrow, but if you want a really good novel or any of the classified books it is back in its proper place in the stack room and our assistants will hand it to you in a minute, or, according to tests made at the rate of three a minute on an average.

In an open case adjoining our delivery counter, immediately under the eye of all our assistants we keep some 600 volumes of the latest works in the different classes—theology, philosophy, history, biography, science, travel. This much we yield to the open shelf idea and it satisfies our people. Of course we have thieves too like other folks, but we acknowledge it before the event. In ample cases around our reading room are 18 different sets of cyclopedias and dictionaries and large works of reference, many. In our closed children's room at the far end of our reading room, entering and leaving by a single wicket, we have some 600 volumes of juvenile literature of all classes and all accessible on open shelves, under the watchful guardianship of an experienced children's librarian. This I approve of. The child who as yet has no faintest idea of what is to be found in books outside of school books, makes here his first acquaintance with that boundless world. A few years later he will know what he wants and ask for it.

But in addition to this if any person whatever desires to gratify his curiosity by a sight of what we have behind those walls in our stack room, he is at once shown through the whole wilderness of books, and if he is pursuing some special object and wishes to spend some time in his chosen department we

cheerfully bring him of our best, or we give him a chair and table by his books and leave him by himself. One visit satisfies his curiosity and after that he finds himself much better served, just as I am, by the attendants.

It has a rather catchy sound to say that the only school for the voter is the ballot box and the way to teach the people how to use the public library is to give them the public library to use, but I had supposed that a schooling of, at least five years in the language, laws and customs of the country was required of foreign born adults before admitting them to the ballot box, and 21 years for native born.

So, for our public, who seldom wants more than one or two books at a time, it is hardly necessary to teach them, at such cost, how to use and handle a hundred volumes. That is what librarians and their assistants only learn after years of practice.

For, after all, the real test of the usefulness of a library lies in its ability not only to hand out the latest new novel promptly, but, far more exacting than that, to answer every reasonable demand made upon it for the latest, most reliable information on the ten thousand different subjects of human inquiry constantly arising. This means labor, it means study, it means foresight and preparation in the supplying of books and, not one whit less, does it mean intelligence, experience and quick responsive knowledge on the part of the assistant at the delivery desk.

BRANCH LIBRARIES AND DELIVERY STATIONS

Branch libraries are often established simply on the demand of a community, but the demand has often been previously tested by some other agency of extension, such as delivery stations, traveling libraries, or deposit stations. Owing to large donations, it has sometimes been possible for cities to lay out a considerable branch system all at once. In such case, consideration of population and area and also the existence of old community centers have governed the choice of locations. A branch library is complete in itself, having its own staff and permanent stock of books.

The steady advance of education has made it imperative that the use of public libraries should be placed within the reach of every one. In a district where the population is evenly distributed, there is not much difficulty in catering to library needs. However, where the inhabitants of a district are scattered, many difficulties must be overcome before an efficient system of supplying the demands of the reading public can be put in operation. Branch libraries and delivery stations present themselves as solutions of the problem.

The East Boston Branch of the Boston Public Library is said to have been the first free public branch library in the United States, opened in 1870. By March 1877 there were six branches, but the progress of branch extension was delayed because of the discussion of the relative value of branches and delivery stations. By 1898 the delivery-station idea was not so popular, and not much later small places like East Orange, N.J., were building branch libraries, although distribution over a scattered area is still to a certain extent effected by the delivery station.

ACCESS TO SHELVES A POSSIBLE FUNCTION OF BRANCH LIBRARIES

Dr. Herbert Putnam, at this time librarian of the Minneapolis Public Library, in describing his experience with open access, stated his belief that although the proper care of books is an important duty of the librarian, it is possible to pay too much attention to this, thereby impeding use by readers.

The following paper was prepared by him for the San Francisco, California, Conference of the A.L.A., October 15, 1891.

A sketch of Dr. Putnam appears in Volume 3 of this series.

The question of free access to the shelves may on the whole be regarded as under debate, not with reference to an ideal to be attained so much as to the practicable mechanism by which it is to be effected. The problem of informal contact, which, to a library in a small space or to a specialized library, presents no difficulty, to a city library, with a large constituency, does present some embarrassments in a measure harassing. There are books upon the shelves of unique value, which if destroyed could not be replaced; there are others of high intrinsic value which might be ruined by careless or malicious hands; the books are carefully classified, and no classification, however methodic, can withstand the turmoil of ignorant disarrangement; there is a large public to deal with; their admittance to the book rooms would crowd the alcoves and impede the work of issue; this public is composed, nine-tenths or even ninety-nine one-hundredths, of persons unknown to the attendants and without credentials; and finally there is an ample card catalogue. There are copiously suggestive reading lists; to what purpose were the thousands of dollars and years of labor expended upon these save to render access to the shelves superfluous?

So for the time freedom of access is declared impracticable, or rigid exclusion is palliated. For the time, I say; for I cannot believe that the most of the obstacles indicated are other than temporary or relative. It is indeed true that every large library contains books that it cannot afford to have destroyed. Its contents may probably be divided into three groups: (1) books which are rarities, and these must be treated somewhat as curios in a museum; (2) books which are documentary sources, and these must be treated as legal records; and (3) books which are literature, and these *should* be treated as living instruments of education. Now, assuming that these first two clauses do exist in every library and in each department of every library, and that a rule must be made especially to guard them, must such a rule be made a *blanket* rule for the whole library? Is it not possible to seclude them so that the rigidity necessary in their case shall not need to encompass the entire collection? Is it not possible to set them apart, as already we are obliged to set apart folios from octavos, and even entire special collections within the library, to assign them perhaps a special section in each case, behind a screen if necessary, and still leave the main body of the department open for free handling? And as for the confusion of free handling, the disarrangement results not from taking books down but from trying to put them back again; a simple prohibition to readers against the replacement of any volume upon the shelves is ample to secure the integrity of the classification.

The public must to a large extent, to be sure, remain individually unknown to the attendants; but not without credentials; for as to a church, so to a library, a man brings the best credentials who brings himself; and the chiefest sin he can commit against it is to remain away from it. What would we have? Surely a chief lesson these books are to teach is faith in one's fellow-man; and how can the books teach faith when the library itself teaches suspicion?

But the catalogue and reference lists, do not they suffice? Do they? Does a catalogue stand for a book, for a collection of individual books? For two reasons not: in the first place it covers only the literature of knowledge; in the second place it begins at the wrong end, begins with the trained mind which seeks direction, while the library has usually first to do with

the untrained mind, which needs stimulus. And yet—note the inconsistency—it is the disciplined reader, the reader for whom this apparatus is most effective; it is this reader, if any, that we admit to the shelves; while it is the crude and vagrant mind, the mind that is essentially diffident and unenterprising, the mind in awe of the catalogues and most in need of the incentive of direct contact with the books—it is this one that we rigidly exclude.

Is there an influence exerted by a collection of books not exerted through the best of catalogues? We know there is; we recognize it when we speak of the companionship of books, when we speak of books that are our friends and intimates. Surely we could not call that man an intimate in whose anteroom we must sit and wait and send up our cards, and whom we can come into touch with only through systematic endeavor. To be friends with books, as with men, we must be able to drop in upon them, to jog about among them, exchange a look or a word with them, or seek a deep confidence among them, as the spirit may move us. Every one who loves books, every librarian, feels this power of humanity stirring amongst them. He feels also a power of humanizing latent within them. He feels it in the books; but no most inveterate classifier could assert it in a catalogue.

No librarian of today would content his ambition with the passive response to trained inquiry. He likes to feel himself an educator. He is to stir up an interest in good books. How then? How would he stir up an interest in botany in a child? Would he set him down at a desk with the scheme of Linnæus, or would he turn him loose in an open field and let him mark for himself the fresh and delicate individuality of each appealing flower? How to stir up an interest in good books? Why not stock the shelves with them, and turn the public loose among them? Books can speak for themselves; and eagerly enough the people will respond, if not shut out from them by a seven-barred catalogue.

Toward three classes of readers access to the shelves is potent: first, toward those who have not yet the ambition or impulse to read at all, and of these I have just been speaking; second, toward those whose reading has been a monochrome and who need to be diverted; and third, toward those whose

tastes are below the standard of the library, who frequent it and call for books, and don't get them, and grumble and wonder why the library sets up for a public library, and doesn't get the books the *people* want to read. (I omit the fourth class of students proper because the gain to them is self-evident and generally admitted.) Every librarian of a public library has a certain number of readers who persist in adhering to two or three authors—Mrs. Holmes or Augusta Wilson, perhaps. You have tried to wean them from this exclusive devotion, and been often rebuffed and mortified. Have you ever tried turning them loose among the shelves? Ten to one they would select a new author; and in their condition of mental inertia a new author is for them the best author. I would indeed go further, and assert that any undisciplined reader is likely to select a *better* book from the shelves than he will select from the catalogue. Timidity hampers him. Certain authors he has read; he is at least sure of them; he dares not go outside of them; and so he keeps rotating through the list of the flabby familiar, and his influence upon circulation is a horror to us. But in the book rooms the fancy is captivated toward a score of books novel to his experience; the individuality of the books in their mere physique attracts him (to a less degree of course in libraries where this individuality has been suppressed to a barbarous uniformity by manila covers); and in a twinkle this lethargic imagination is fluttering to a thousand new impressions from East and West.

As to the grumbler who calls himself "the people," I have never yet found the grumbler who couldn't be turned into an enthusiast by being turned loose in the book rooms. Whatever the occasion of his complaint, it usually rests on an ultimate suspicion of the good intent of the library. Generally, of course, it is that the library doesn't provide him, and promptly, with the book he wants. Take this reader, tell him it is true the book he asks for can't be supplied, but that whatever the library has is *open* to him and turn him into the book rooms to pick for himself. The effect is magical; the most desperately disgruntled natures are veered to confiding faith and loyalty.

One final consideration pends from this. Every library contains certain flabby books. The librarian is ashamed of them; he would not recommend them; he puts them there merely as

toll bait. But he puts them there. He then covertly (that is among the profession) boasts that they are at least supplied in inadequate quantities; they appear on the finding lists, but they are rarely on the shelves when called for. As if one should make it an excuse for administering poison that it was administered in small doses! Yet this is extreme; for the books are not quite poison, they are not vicious; but they are flabby; and in contrast to the work the library has to do can it afford to supply even the flabby books? It countenances them by placing them upon its finding list; it countenances the interest of its readers in them; and then it frustrates their attempt to read them. Surely such subterfuge is both cowardly and unworthy of an educational institution. Why is it necessary? Is it not because we rely upon the *cataloguers* to attract our readers instead of relying upon the books themselves? At present the standard must be low, because the crude reader is reached only through the catalogues, and in these only the familiar appeals. But with free access to the books the standard might be high; for he would then be reached by the novel individuality of the books appealing for themselves.

I have little need to be urgent in such a cause, before such an audience. I cannot believe there is a librarian who has felt as a reader and would not himself be urgent for freedom of access. The problem is one of means. I believe that before long an effort will be made even in the largest libraries to *differentiate;* so that if all the books cannot be made free, part will be made free; that if access cannot be granted at all seasons and at every hour of the day, it will be attempted in seasons of less pressure and at quiet hours of the day; that if it cannot be granted to all persons it will at least be granted as of course, and only withheld as an exception and a penalty; and finally, that where it may not be contrived immediately in great central libraries, in which the division between records and literature must be a slow process, and whose achitecture does not provide for comfortable shelf reference, in such cities it will be undertaken without delay in the branch libraries to which no such obstacles adhere.

The suitabilities of branches for the inauguration of such an experiment need only to be enumerated to be accepted. A branch has a small, a localized constituency. Most of its readers

soon become personally known to the attendants. The collection of books is almost purely a collection of literature, the books that are to make character first, and then, and only in a lesser measure, the books that are to give knowledge, of matter of record almost none at all; the pressure on the issue desk need never be so heavy as to crowd unduly the alcoves. And finally, whatever the purpose of the central library, the purpose of the branch is to enlist the sympathy and arouse the intellectual impulse of the section of the community in which it is placed. It is a feeder from the main library; it should also be a feeder *to* the main library. It should make the most of that humanizing element in books which needs only to be let work in order that it should work; and so far as can be, should be exempt from that rigidity of system which formalizes a book —a friend—into a library, a mere institution.

To constrain it within the regulations deemed necessary in the central library is to suppress a function peculiarly its own, to deprive it of an opportunity for which its circumstances peculiarly adapt it. For a branch library in a large city may, if it will, gain something of the potency of a village library, which the village folk haunt with a friendly persistence which they feel to belong to them, and which is to them in effect a week-day union of church and club and higher school.

In Minneapolis we have been putting these theories into practical operation. I have felt diffident about reciting our experience because it has been but a short one. But I am told that an ounce of experience is worth a pound of theory, so will adduce it for what it is worth. Our friend Brett has been trying similar experiments in Cleveland, and very likely has gone a step beyond us. I shall hope that he will add his testimony as to results.

The Minneapolis Public Library is a free city institution, free for circulation as well as for reference. It was opened to the public in December, 1889. The city is one of 165,000 inhabitants, and has practically no other public library. The library opened with about 30,000 volumes, and additions are being made of about 13,000 volumes yearly. By the end of the first year about 15,000 cards had been issued, and 200,000 volumes circulated for home use. In point of circulation, therefore, it ranked in 1890 about seventh of American public libraries

The building has three main reading rooms, that have sufficed for the entire body of readers at any one time.

From the first, however, we intended that readers (at least certain of them) should have access to the book rooms; and these were arranged with a view to admit of this. The stacks were planned on a modified alcove system; and they present some sixteen large alcoves (8 feet by 10) and over thirty narrower ones (3½ feet from face to face, and 10 feet deep). Every alcove has an individual window. The large alcoves have sloping desks across under the windows; the small alcoves have drop tables. On every case or stack the shelves below three feet have a depth of 16 inches (above only 8 inches); so that to the face of every stack there is a ledge of three feet from the ground for the student to rest his book upon.

From the first, also, the books were arranged with regard to safety of access. Certain of the larger art folios (as the Napoleon and Lepsius Egypt, Piranesi, Prisse d'Avennes, etc.) were put in special cases with sliding shelves and locked doors. It has always been understood, however, that any inquirer whatever might examine any book in the library. And if a schoolboy asked to see, e.g., Lepsius, he was never refused permission; only the book would be brought out and set upon a special folio table, and he cautioned as to its proper handling; and an attendant occasionally pass his way to see that he was not sprawling his elbows upon it. We find that such small thoughtlessness is the only impropriety we have to guard against. The really superb books carry their own lesson of awe and respect.

Certain other works in our art department (Owen Jones, for instance, and Racinet) were in too constant use to be put behind glass. We gathered these into a stack by themselves, and at first stretched a cord across the alcove with a sign enjoining "special permission." But we found the cord superfluous and removed it. The fiction was massed in small alcoves nearest the issue desk; and to this access has not been given until recently. It was refused, however, only because people in the alcoves might interfere with the work of the pages. So, when the summer came and the pressure slackened, these alcoves also were thrown open.

With 15,000 card-holders it did not seem practicable to admit every reader *as of course*. We issued shelf permits for

certain periods, from a day to a year. Clergymen and teachers had these cards as a matter of course; and any reader could get one who could assert that he was pursuing some definite course of reading. But beyond this we tried to make it understood that, without a written permit, any reader could by request get admitted to the shelves. The librarian's office is in full view of the issue desk, and the door is always open; and I have never yet refused an application for a shelf permit. In my absence and at all times the attendants are instructed to take to the shelves any inquirer who seems inadequately supplied through the ordinary channels. Our catalogue facilities are as yet meagre, and we have to depend largely upon this personal mediation coupled with freedom of access. We find, as no doubt other librarians have found, that this personal mediation may often gain a warm friend to the library, where a catalogue would have left an irritated client.

In other ways where we couldn't bring the people to the book rooms, we tried to bring the book rooms to the people. A large number of books were always out upon the reference shelves in the reading rooms. Current periodicals have always been kept in open pigeon-hole cases in the reading rooms. And on Sundays and holidays trucks of miscellaneous entertaining books have been set out in the reading rooms to be used without record. A few books and several dozens of magazines have disappeared each year. But we lay the theft to one or two systematic depredators, and should never think of making the entire reading public suffer for it by abridging the general freedom.

Now this admission to the shelves "upon request" and special application, which alone we thought practicable at first, did not accomplish all that we desired. No matter how broadly we advertised our willingness to grant formal permits, we found that people were diffident about applying for them. The idea of having to prove some systematic course of reading under way embarrassed many from asking time permits; and the ordinary reader didn't feel like repeating a request for admittance at each visit to the library. When this summer came, therefore, we had a sign printed: "At this hour readers may enter the book rooms and select their own books." And at all times when there is not a crowd the sign is displayed before

the issue desk. I need not say that the privilege has been appreciated. It has added fifty per cent to the summer use of the library. Indeed, it so far approximated the summer pressure to that of the winter that the hours during which the privilege may be extended have constantly to be reduced. So that, oddly enough, it is likely to be defeated by its very success. In casting about, however, for a field within which the freedom might be continued in cases not reached by the main library, and independent of the conditions to which it might there have to be subjected, we hit upon the branches. In these we have extended the freedom of access without limitation. Each branch occupies a couple of rooms, one of which is a reading room. The books are shelved in ordinary open cases behind the issue desk. Every reader goes in and picks out a book for himself. There are not as yet many books to pick from; until recently the branches have been chiefly delivery stations. But each branch had to start with several hundred books of its own; and each receives current additions in the duplicates that can be spared from the main library. In each, therefore, there are over a thousand volumes of miscellaneous literature; and these volumes have become absolutely accessible to the readers. There is no permit necessary, not even a verbal permit or nod from the attendant. "The books are here; come and help yourself; make friends with them," is the common understanding.

Now as to results these questions present themselves:

(1) What is the loss to the library in the way of books stolen or mutilated? (2) Does not the freedom of access cause disarrangement of books and impede the work of issue? (3) Does freedom of access (a) add to the number of books read, (b) improve the quality of books read?

In stating our conclusions it must be repeated that they are based upon a very brief experience; that the library has been open less than two years; that the public, never before accustomed to a public library, might very naturally at first be constrained to an awe and respect which might easily rub off upon extended familiarity; the honestly-inclined may become careless, while the reprobates may discover easy methods of rascality.

(1) The total ascertained loss in the past year and a half from theft has aggregated about twenty-five books and twice the number of magazines. The total cost of replacing this ma-

terial has not exceeded fifty dollars. Of mutilation we have not thus far discovered more than one important instance.

(2) The presence in the alcoves of the entire body of readers would at the crowded hours of the day be a serious impediment to the work of issue. At the central library, therefore, we find it necessary to limit the access "as of course" to certain hours of the day. We are still enabled, however, to admit at all times a large body of persons holding shelf permits, and every reader whose inquiry is serious enough to move him to a special application for admittance. And in the branches the freedom is possible without limitation or distinction. The rule against replacing of books on the shelves provides in the main library against disarrangement. In the branches the number of volumes is small, and any disarrangement can be easily rectified.

(3) The number of books drawn has certainly been increased by the privilege of access. This is especially the case in the summer season, when the mind is naturally listless and shuns the formal effort demanded by a catalogue. As to the quality of the reading, the period is too brief to point to a definite improvement; my conviction, however, is firm, as I have declared it, that, as a rule, the general reader will select a better book from the shelves than he will from the catalogue; and I certainly see nothing in our experience to weaken that conviction. I am, at any rate, clear as to this, that the open and candid system, by winning the interest and confidence of our readers, will enable us gradually to drop from our shelves the books we are ashamed of, and to leave there only the books we are glad to have people read; and in this way a certain betterment must result.

Whatever the perplexities of detail, freedom of access cannot long be refused. As librarians, we are, of course, to guard the books. But let us not be accused of making this guardianship a deprivation of the proper beneficiary. Let us send these books themselves down to posterity, if we can; but let us remember that the *best* way we can send them down is to send them down in the persons of sound men and women.

BRANCHES AND DELIVERIES

Melvil Dewey, then president of the A.L.A., in the year of the Columbian Exposition (Chicago, 1893) conceived the idea of preparing a volume on library economy, assigning the several portions of the work to experts with the purpose of having the papers thus prepared read at the International Library Conference held during that summer.

The following was prepared by George Watson Cole, then librarian of the Jersey City Public Library, and was published in the United States Bureau of Education report of 1892-1893. A sketch of Mr. Cole appears in Volume 5 of this series.

The success of any library, be it reference or circulating, may be properly measured by the extent of its use. Anything which will help to increase its use, therefore, must tend toward its success. Reference libraries, no less than circulating, may do this by enlarging the number of volumes and making them specially strong in certain lines, thus attracting to their use those interested in them; in other words, by specializing in selection. As the success of a reference library depends on increasing its readers, this can only be brought about by extending as widely as possible information as to its resources.

The public or circulating library must use all these means to secure readers, but is not restricted, as is the reference library, to drawing readers within its portals. Experience has shown that many people who will not go far out of their way to secure books for home reading will use a library if its books can be brought conveniently near to them. The reader needs stimulating, and in order to reach him in towns covering large areas, or having distinct centers of population, several enterprising libraries have established branches or delivery stations, at points

sufficiently accessible to overcome this natural inertia inherent in the general reader.

As yet little attention has been paid to this phase of library management either by American Library Association or in the Library Journal. It has therefore been necessary in order to secure data for an intelligent treatment, to communicate directly with all such libraries as from their size, character, location, or surroundings were judged most likely to have adopted either or both these means of increasing their usefulness.

The list of libraries from which information was asked was carefully selected from the United States Bureau of Education's List of Libraries, 1886; the third report of the Free Public Library Commission of Massachusetts, 1893, and Greenwood's Public Libraries (3d edition, 1890), which named a number of English libraries that had adopted branches.

Certain classes of libraries were omitted, for obvious reasons, such as college and State libraries, and such others as were known to be purely reference libraries.

The following questions were sent:

1. Does your library make use of branches?
2. How many?
3. Number of assistants employed in the respective branches and cost of maintenance?
4. Location and distance of each from main library?
5. Number of volumes in each?
6. Number of volumes added annually to each, and their cost?
7. Are volumes in branches duplicates of those in the main library?
8. Are there reading rooms in the branches?
9. How extensively are they supplied with newspapers and periodicals?
10. What facilities are provided in the line of works of reference, cyclopedias, dictionaries, atlases, etc.?
11. Can patrons of branches draw books from the main library?
12. Is this done directly from the main library, or only through the branches?
13. If in the latter way, how are books transported from main library to the branches?
14. Does your library make use of delivery stations?
15. If so, how many?

16. Location and distance of each from the main library?

17. In what manner and how often are collections and deliveries made?

18. What compensation is made for transportation?

19. What for services of station keepers?

20. Total circulation for the fiscal year ending——— 189—?

21. Average cost of circulating each volume?

22. What proportion of your entire circulation for home reading is made through the stations?

23. Are there reading rooms in connection with them?

24. If so, expense of maintenance for services and supplies respectively?

25. Do you make use of a combination of branch libraries and delivery stations? If so, please explain their working.

26. From your experience, what changes would you make in your system were you to begin again?

Librarians were also requested to send all information as to their methods, and also add any remarks more fully explaining their different systems.

From about 175 letters sent out, affirmative replies received from 47. Either from want of statistics or a want of appreciation of the information desired, many replies furnished little of value as to methods pursued and results attained.

Outside of Massachusetts and New York, there is hardly a State of the 14 reporting where more than one library employs either of these aids to circulation.

Of libraries reporting branches, eight report 1 branch, five 2 branches, three 3 branches, two 4 branches, two 5 branches, one 9 branches, one 13 branches, or a total of 67 branches.

Of libraries reporting delivery stations, five report 1 station, three 2 stations, four 3 stations, two 4 stations, two 6 stations, three 10 stations, one 11 stations, one 30 stations, making a total of 114 deliveries.

Of those reporting both branches and delivery stations, one reports 1 branch and 2 delivery stations, one 1 branch and 6 delivery stations, one 4 branches and 4 delivery stations, one 8 branches and 14 delivery stations, giving a total of 15 branches and 26 delivery stations.

Taken by location the reports stand as follows:

	Libraries	Branches	Deliveries
California	1	0	1
Illinois	2	0	33
Indiana	1	0	10
Maryland	1	5	0
Massachusetts	25	25	60
Michigan	1	2	0
Minnesota	1	4	4
Missouri	1	1	0
Nebraska	1	0	4
New Hampshire	1	0	1
New Jersey	1	0	11
New York	3	7	10
Ohio	1	1	0
Wisconsin	1	1	6
England	6	35	0
Total	47	81	140

A list giving fuller details is herewith appended:

States, etc.	Names, etc.	Branches	Deliveries
California:			
San Francisco	Mercantile Library Assn.		1
Illinois:			
Chicago	Public library		30
Monmouth	Warren County Library		3
Indiana:			
Indianapolis	Public library		*a* 10
Maryland:			
Baltimore	Enoch Pratt Free Library.	5	....
Massachusetts:			
Abington	Public library	1	....
Agawam	Free public library	3	....
Arlington	Robbins Library		1
Beverly	Public library	1	2
Boston	do	8	14
Brockton	do	*b* 2	....
Cambridge	do		6
Dedham	do		1
Framingham	Town library		2
Haverhill	Public library		3
Lanesboro	Town library	*b* 1	....
Leicester	Public library	*c* 3	....

State, etc.	Names, etc.	Branches	Deliveries
Leverett	Free public library	1	....
Lexington	Cary Library	1	....
Newton	Free library		10
Northampton	Public library	1	....
Norton	do		1
Quincy	Thomas Crane Library		4
Revere	Public library		3
Somerville	do		2
Templeton	Boynton Public Library		3
Weymouth	Tufts Library		6
Windsor	Public library	2	....
Woburn	do	1	....
Wrentham	do		2
Michigan:			
West Bay City	Sage Public Library	2	....
Minnesota:			
Minneapolis	Public library	4	4
Missouri:			
St. Louis	do	1	....
Nebraska:			
Omaha	do		*a* 4
New Hampshire:			
Concord	do		1
New Jersey:			
Jersey City	Free public library		11
New York:			
Brooklyn	Brooklyn Library		10
New York City	Free circulating library	5	....
Do	Mercantile Library	2	....
Ohio:			
Cleveland	Public library	1	....
Dayton	do		(*d*)
Wisconsin:			
Milwaukee	do	1	6
English libraries.			
Birmingham	Free libraries	*e* 9	....
Liverpool	Free public library	3	....
Newport	do	*f* 2	....
Nottingham	do	13	....
Sheffield	Public library	4	....
Swansea	do	4	....

a To be opened October, 1893.
b Branch deliveries.
c Distributing agencies.
d Expect to start delivery stations.
e Two now being built.
f Branch newsrooms.

That more libraries have not adopted branches or delivery stations is because their establishment is an experiment, evolved in the growth of the free public library system.

The libraries in this country, as elsewhere, have passed through several stages, of which this is one of the latest. Where branches or deliveries can be used to advantage the system is destined to come into more general use.

In the first stage of library development more attention was paid to amassing a creditable collection of books than to putting it to a practical and extensive use. The library, looked at from this standpoint, became a mere storehouse where information might be found by a privileged few, provided they knew where to look for it themselves, which was extremely doubtful; or provided the custodian of the collection could put them on the track of the information for which they were in search, which, considering the lack of suitable arrangement and catalogs, was highly improbable. Such collections of books began to be formed in this country contemporaneously with the founding of our older institutions of learning, and to this highly commendable spirit we owe most of our large reference libraries, of which the college and State libraries, and those of historical and other societies, having for their particular aim the collecting of books on special subjects are excellent types. The primary aim of these libraries was to meet the needs of a restricted class—scholars and students of special subjects—rather than to cater to the intellectual requirements of the general public.

The second period or stage of library development was begun when attention was first called to organizing public libraries about forty years since. It was the leading principle of the originators of this class of libraries that much might be done for the cause of education and for the entertainment of the general public by libraries having for their primary aim the circulation of books for home reading. As the people were to be beneficiaries it was but another step in this movement to decide that these libraries should be established and maintained at the expense of those for whose benefit they had been called into being. Thus rose the laws for the founding and maintenance of public libraries by taxation.

In this country the Boston Public Library stands foremost as a type of this class, and its history is the history of the free

public library movement which forty years ago began to stir not only this country but England. Following, as it did, the first stage of library development, its promoters naturally adhered strongly to the ideas which had prevailed respecting the functions of a library down to that time. We therefore see in its Bates Hall the great importance attached to its reference department.

The free public library idea spread rapidly in New England, and especially in Massachusetts, till now no town or city government is considered to have performed its duty to its citizens unless it has provided them with a tax-supported public library.

So great are the advantages which have risen from founding public libraries that the policy has rapidly spread throughout the country, and to-day we see libraries springing up in nearly every town and city where they have not heretofore been established. This impulse has been greatly accelerated by the wide-reaching work of the American Library Association since its formation in 1876, and its active career has doubtless done more to advance the cause of the free public library movement in this country than all other causes combined.

Those having the management and care of our public libraries at heart have come to realize that the mere fact that a town or city has a well-equipped library, from which the public are free to draw books for home reading, does not necessarily mean that all the requirements for its most successful operation are fulfilled. A prominent librarian has well said that the time has come when it is as unreasonable to require the people of a large town or city to depend on a single library from which alone they can draw their books as it is to require them to buy all their groceries or meat at one store or market, or that they shall all attend the same church.

This spirit has brought about the third stage of library development in which its promoters aim to carry the library and its benign influences to the very doors of the people. This stage is one of recent growth; it might perhaps be more accurate to say it is even now in its formative period, for outside one or two leading libraries, branches and delivery stations are creations of the last few years, and are even yet in their experimental state, though in nearly every case yielding surprisingly gratifying results.

No reference was made to this phase of library effort in the 1876 report on public libraries, exhaustive as was that document, and we look in vain for much light on this subject in the Library Journal, which contains the fullest history of the libraries of this country that can elsewhere be found.

While it is generally admitted that in towns or cities of large area or having distinct centers of population the benefits of branches or delivery stations are great, there is difference of opinion as to which is better. In many places the difference in expense settles the question of itself, as delivery stations can be successfully carried on at a far less cost than branches. It may be questioned whether, in cases where funds permit a choice, it is good policy to use public money in building up a series of branches, which are largely counterparts of each other and of the main library; thus scattering funds in forming several small libraries, rather than in building up a strong central library.

Branches and delivery stations are managed in various ways:

1. *Delivery stations.*—We find the delivery station pure and simple, where books are collected and sent to the main library, and are there exchanged for new ones which are returned to the station where the borrowers get them. All accounts are kept at the library, the station being only a conduit through which books are sent and received.

The library reporting the largest number of delivery stations, without other appendages, such as reading rooms or reference libraries, is the Jersey City Free Public Library. This library first opened 7 stations, October 1, 1891. Their number has since been increased till now 11 are in successful operation. They are located from 1 to 4 miles from the library. Collections are made in the morning, and deliveries in the afternoon of the same day by a hired delivery wagon. About $2,000 a year is now paid for transportation. The station keepers are paid one-third of a cent for each volume, or borrower's card, returned to the library. The total circulation for the year ending November 30, 1892, was 172,225 volumes, or 49.9 per cent of the total circulation for home reading. The total cost of maintaining these branches was $2,230.54, an average of nearly 1.3 cents a volume.

2. *Distributing agencies.*—The plan suggested by the New

Hampshire board of library commissioners uses what may be called distributing agencies, in distinction from delivery stations. Enough books to meet requirements are sent to these agencies at stated intervals, say of one, three, or six months. For the time being these form the stock of the agency, and are distributed to borrowers and returned to be circulated again and again, till they are replaced by a new supply from the main library. While they are at the agency all accounts with the borrowers are kept there independently of the main library.

The first report says:

> One of the most troublesome questions arising in many towns whenever the establishment of a library is advocated is that of location. Local jealousies are stirred up afresh and sometimes with the result of hindering the establishment of a library. In several cases, where there were two or more villages in a town there has been a disposition to establish an independent library in each village. It has been the policy of our board to recommend the establishment of one central library, and then, if it was found necessary to have some better facilities for the distribution of books, that distributing agencies be established as might be convenient. In this way all records could be kept at the central library, and whenever books were transferred to the agency the same could be charged and then credited when returned.
>
> The manifest advantage of such a system is that the library accounts could be more accurately kept than if the libraries were more or less independent; and, again, the exact location of every book could at any time be ascertained at the central library (p. 11, 12).

Then follow resolutions and rules relating to their operation.

One small library only, the Leicester (Mass.) Public Library, reports this plan in operation. It originated at that place in 1869, and there are four agencies, which have been in operation ever since. These agencies are not strictly such as are planned by the New Hampshire commission, inasmuch as it is reported that they have "a very few permanent volumes." The town numbers 3,000 inhabitants, and the total annual income for library purposes is but $480. About 60 volumes are sent quarterly to each of its four agencies. This interesting case shows what can be done in small towns with limited incomes.

The public library at Cleveland, Ohio, and also that at Milwaukee, Wis., is successfully carrying on a similar work, but uses schools instead of agencies as distributing points. A full account of the working of this plan is given by W. H. Brett,

librarian of Cleveland, in a paper on "The relations of the public library to the public schools," read by him before the department of superintendence of the National Educational Association, held in Brooklyn, N. Y., February, 1892. This paper is printed in full in the proceedings, and has been separately reprinted.

3. *Delivery stations with reading rooms.*—Probably the best, and certainly the largest, example of delivery stations, at which are reading rooms and a small library containing only books of reference, is that of the Chicago Public Library. This library has 30 delivery stations, located at from 1 to 7 miles from the library. Collections and deliveries are made the same day by four delivery wagons, each of which is paid $1,350 a year. The station keepers are paid $10 a month for 500 volumes or less; $2 a hundred from 500 to 1,000 volumes, and $1 for each 100 volumes over 1,000. The total circulation through the delivery stations during the year ending May 31, 1893, was 422,812 volumes, or about 43 per cent of the entire circulation, the average cost of circulating each volume being about 2.87 cents.

At six of these branches are reading rooms, each containing a file of from 80 to 100 periodicals, and from 500 to 1,500 volumes for reference use only. These were maintained in 1892-93 at a total expense of $12,114.51.

4. *Branch libraries.*—We find branch libraries pure and simple, or those that circulate their books independently of the main library, but which report to it, and whose borrowers are permitted to use it whenever they wish to do so.

The best example of this class is the Enoch Pratt Library, of Baltimore. This library was started in 1886 with four branch libraries, costing $50,000; a fifth has since been added.

These branch libraries are in different quarters of the city, from 2 to 4 miles distant from the central library. They are stocked with 45,363 volumes, or more than half as many as are in the main library at Mulberry street, which contains 77,410 volumes. These branches therefore represent an expenditure of not far from $100,000. Two assistants and a janitor are employed in each branch at an annual cost of $840. The buildings will hold about 15,000 volumes each, but it is proposed to limit the number to 10,000. This limit has already been nearly reached. The reading rooms are supplied with from 20 to 30

current periodicals, but newspapers are not taken. A few reference works are also provided in each.

During the year ending January 1, 1893, there were circulated from these branches 184,500 volumes, or a little over 40 per cent. of the entire circulation of the library, which was 452,733 volumes. A comparison of the average expense of circulating each volume would be interesting, but want of sufficient data prevents this being given.

The librarian, Bernard C. Steiner, believes in delivery to branches, and intends to introduce it, in which case he would probably buy fewer books directly for the branches, thus keeping the number of volumes in the branch libraries within the proposed limits.

5. *Combined branch libraries and delivery stations.*—The most prominent of the few examples of this combined system is the Boston Public Library. It carries on 8 branches and 14 deliveries. There are in these branches 139,281 volumes, ranging from 32,410 in the Roxbury branch to 11,192 in the South End branch. In these branches 42 persons are employed as librarians and assistants. In their reading rooms the best monthly and weekly illustrated papers are supplied, and each branch is provided with good cyclopedias, dictionaries, and other works of reference. Fourteen delivery stations are conducted in connection with the main library and its branches. Deliveries are made not only to the delivery stations, but also to the branches, in strong boxes, sent out daily by express. The station keepers are paid $250 a year for services, rent, and light. In some of the deliveries are reading rooms. During 1892, there were distributed through the branches and deliveries 479,632 volumes (if we read the report correctly) out of a total circulation for home reading of 719,063.

In this case the establishment of branch libraries was not undertaken till after the main library had amassed a collection of over 150,000 volumes, thus having a strong central library with which to begin its extending work. The gradual growth of the city by the annexation of its various suburbs gave it an opportunity of bringing under its management the various libraries which had previously been independent. This was of great advantage to the smaller libraries, as practically they

added to their own resources those of the public library, which was many times their size.

Unless the parent library is already firmly established and has a large and strong collection of its own, with abundant financial support to carry it on successfully, as in this case, it may not be wise to scatter its funds in forming branches. No city seems better adapted by geographic conformation and various centers of population for carrying on successfully a system of branches and delivery stations than Boston, yet the librarian, T. F. Dwight, thinks that were the work to be begun anew he would employ delivery stations only.

Other means of increasing the usefulness of libraries, of an analogous nature, are carried on by many libraries, such as the departmental libraries in colleges and universities. There is, however, this distinction, the departmental library is the setting aside in a convenient location of books relating to a special subject or group of subjects for use by those making special studies in those subjects, e.g., chemical books in a laboratory, botanical works in an herbarium, or books on political economy in its class room. This does not contemplate that the books shall be duplicated in the main library; it is rather a practical sequestration to make them more useful or convenient to those specially interested in them.

Branch libraries, on the contrary, while not actually contemplating a duplication of the central library, really becomes so to a very great extent.

Another means of creating interest in books and their use is illustrated by the traveling libraries now sent out from the State library in Albany to different parts of New York. This method is analogous to the distributing agencies recommended by the New Hampshire State library commission, but has a larger area of usefulness and is designed primarily to stimulate an interest in reading and the eventual founding of libraries in the places to which they are sent.

To sum up, it seems to be the generally accepted opinion, so far as can be discovered from the libraries making use of either of these systems or their variants, that in large cities or towns where existing libraries can be brought under the management of a strong, well-equipped, and efficiently managed public library, the arrangement is for their mutual advantage.

If, however, the enterprise is a new one, it is thought by many a much better policy to confine the collection of books to a single main library, making it large and strong in works which individuals can not afford to buy for themselves—expensive art works, scientific and technical works, sets of periodicals, publications of learned societies, dictionaries of various languages, etc. A library thus thoroughly equipped is a power in its community, and may then well become a point from which distribution can be made to different localities within its area by deliveries and agencies.

The question as to the best system for any particular library to follow must, therefore, be largely one of policy, governed by local requirements and the means which the library can command.

BRANCHES AND DELIVERIES

The success of a library may be properly measured by the extent of its use. Anything that will help to increase its use, therefore, must tend toward its success. Experience has shown that many persons who will not go far out of their way to secure books for home reading will use a library if its books are brought conveniently to them.

The following paper by Hiller C. Wellman, then librarian of the Brookline, Massachusetts, Public Library, was prepared for the Lakewood-on-Chautauqua Conference of the A.L.A., July 1898.

Hiller Crowell Wellman was born in Boston, Massachusetts, March 2, 1871. From 1894-1896 he was assistant in the Boston Athenaeum; from there he went as supervisor of branches, to the Boston Public Library where he remained until 1898. From 1898-1902 he was librarian of the Brookline, Massachusetts, Public Library. Since then he has been librarian of the City Library Association, Springfield, Massachusetts. He was president of the A.L.A. 1914-1915.

In the absence of recent reports this paper[1] must attempt rather a description of branch systems now in operation than a mere summary of progress for the year. Closely allied with a branch system are the delivery to schools of books charged on cards, and the travelling library plan of sending small collections for temporary use at schools, charitable and religious associations, hospitals, city institutions, fire companies, etc. In

[1] NOTE.—The sources of information in the following report are: G. W. Cole, "Branches and deliveries" in the "Papers prepared for the World's Library Congress, 1893;" A. E. Bostwick, "Branch libraries" in the *Library Journal*, Jan., 1898, vol. 23, no. 1; the annual reports of various libraries, and especially those of the Boston Public Library for 1896-97 and for 1897-98; correspondence with certain librarians and inspection of branches and deliveries in Baltimore, Philadelphia, Newark, Jersey City, New York, Boston.

Boston, for instance, all such agencies to the number of 30 are comprised and administered under the branch department. But discussion must here be confined to public agencies of distribution—such as stations, reading-rooms, and branches.

Deliveries

The simplest form of delivery is not a station, but a *home delivery* by messenger such as is in operation at the Mercantile Library of New York. "For two dollars per year books are delivered to any part of New York south of the Harlem River. No limitations are placed upon the number of books which may be delivered for this sum, excepting that the extra books which are permitted to be taken in the summer cannot be delivered under this arrangement." (77th annual report, 1897, p. 11.)

Mr. Peoples, the librarian, writes: "We have members who get as many as three and four deliveries each week for at least eight months in the year." The library also sells a postal card to members (not paying by the year) "for five and ten cents each, which insures the delivery and return of one book." "We start the messengers on the deliveries for the residences at about two o'clock p.m. each day. We divide the city east and west and make deliveries to each side on alternate days; three times per week on the east side and the same for the west side. The books are carried in straps, and when the bundles are not too large we always utilize the surface street cars. These messengers are regular employes of the library." 8417 volumes were so delivered last year.

The advantages of this arrangement over the old system of delivery stations appear to be sufficient here to induce the borrower himself to bear the expense of transportation. I know of no public library employing this system, and, if substituted for delivery stations, it would cut off the poorer public unless the expense were borne by the library. The scheme is of interest, however, as a possible future line of development.

Delivery Stations

The type of delivery station almost universal is that located in a store and administered by the proprietor. He receives the books returned and forwards them with the cards to be dis-

charged at the central library. He also hands out the books charged and sent to him from the central library. Under this arrangement the responsibility of the proprietor is at a minimum, consisting in handing out and receiving books and forwarding them, together with fines, cards, and applications for registration. In many cases he is not even required to compute fines, but the account is sent to him daily from the central library.

For such service he sometimes receives a fixed sum, ranging from almost nothing to as high as $250 per year, the amount most often paid being, perhaps, in the neighborhood of $100. It is becoming more common now to pay station agents according to their circulation. Here, too, rates vary. Jersey City pays one-third of a cent for each book or borrower's card sent to the library. Newark pays one cent for each volume circulated up to 1000 volumes per month, and half a cent for each volume additional. The rate at the Chicago Public Library has been $10 per month for 500 volumes or less, $2 a hundred from 500 to 1000 volumes, and $1 for each 100 volumes over 1000. At St. Louis, I am told, the free advertising consequent on keeping a station is sufficient to create competition for the privilege among storekeepers, without any other remuneration. A compensation based on circulation seems to be preferred by those librarians who have had experience with both.

"The new method makes it to their (the station agents') interest to interest the local constituency, to provide ample and attractive accommodations, to advertise these, and to win popularity for the station by adequate and attentive service." (Boston Public Library, Annual report, 1896-97.)

In spite of the fact that new delivery stations are rapidly being established, their desirability is sometimes questioned. The president of the New York Mercantile Library Association says: "We believe this system (home delivery) far preferable and much more advantageous in every way for our members than the old plan of delivery stations in vogue many years ago, and which had to be abandoned for the reason that it did not give satisfaction either to the library members or to the library management. We are sometimes adversely criticised for not rehabilitating this system.

"While delivery stations without opportunities of examining or inspecting the books may answer very well for free libraries,

in our opinion they are not suitable and cannot be made to give satisfaction to the classes composing our membership." (Annual report, 1897, p. 12.)

The same objections are felt by public libraries. The chief of them are: (1) Two trips necessary, one to apply for the book the other to get it; (2) the consequent delay; (3) the liability of not securing a book asked for and the necessity of going without any book until another application can be tried; (4) the lack of opportunity to examine the book before selecting.

To obviate these difficulties, the Boston Public Library has developed the plan known as the *deposit system.* From 300 to 500 volumes are sent to each of the 17 delivery stations and placed on the shelves, where they may be handled freely by the public. They are then allowed to circulate directly from the station, being charged and discharged there. Somewhat more than half of the collection is fiction, the rest history, biography, travel, literature, science. Great care is taken to choose books of a high grade, and yet of a character sufficiently popular to serve as recreative reading. The library now has more than 5000 volumes devoted exclusively to this use. The character of the collection on deposit at the station is varied by the exchange of 50 volumes monthly.

The deposit feature is by no means intended to supersede the regular delivery, but to supplement it, and the plan has proved very popular and highly successful. It seems to overcome the main objections to the delivery station, inasmuch as (1) if the borrower wants merely an entertaining book to read, he can get it without two trips; (2) he can get it without delay; (3) if unsuccessful in his application to the central library, he need not go empty away; and (4) in drawing a book from the deposit, he has the privilege of examining several hundred volumes. But perhaps the strongest claim for the deposit system is based in the fact that by it a better class of reading can be circulated than in almost any other way. With a sprinkling of fiction as a bait, the borrower finds himself handling a set of most excellent books. The practical convenience of taking one of these immediately rather than waiting to send to the central library will alone determine him many times in favor of a better book. So that even the "best books

of all time, which," Mr. Dana says, "no one reads," stand a good chance.

A system of this sort must, of course, require more from the station agent. Where a simple delivery needs merely a shelf for storing the books previous to handling them over the counter, a deposit station requires a separate room or section of the store—usually at least 12 feet square—to accommodate book cases, chairs and a table, where books and catalogs may be consulted. More labor also is demanded from the agent. He must charge and discharge the books, send fine notices, collect fines, remove books in need of binding, pay for volumes stolen, report monthly statistics, etc., etc. For all this, including light, heat, rent, and service, the Boston Public Library pays $12 for the first 300 volumes or less circulated monthly, and two cents for each volume additional. In comparisons of rate, however, it must be remembered that under this system the central library was last year relieved of recording a circulation of some 150,000 volumes.

The deposit system is worthy of consideration as the latest and most significant development of stations. It is noteworthy also that in spite of the attractiveness of the deposit feature, which, since its introduction in Boston two years ago has increased the use of the stations fourfold, this increase has not taken place at the expense of the daily delivery, which has likewise shown a marked gain.

Transportation

Most libraries prefer to hire their own wagons, at a cost of about $25 per week for horse, wagon, and driver, each team capable of covering nearly 40 miles per day. The employment of such wagons may or may not be more economical than local expresses—according to the number and location of the stations—but the greater gain lies in the regularity of the service.

The books are carried in all sorts of boxes, chests, and trunks. The form preferred in Boston, and recently adopted in Worcester, is a heavy wooden chest, bound with iron straps and corners, two feet long, one foot deep, and one foot wide. It is fitted with a sliding cover, and also a sliding partition to be used when the box is but partially filled. Such boxes cost

$5.75 each, wear a long time, and furnish good protection for the books. On the other hand, the Jersey City Library obtains good results with an ordinary, light, extension or "telescope" bag, made of cloth or paper material.

Branch Reading-Rooms

Many libraries in connection with a delivery system maintain branch reading-rooms. These differ from stations in being located in rooms hired by the library, and in being administered by a regular library employe. Besides providing periodicals, they frequently contain reference-books and sometimes books for circulation. In Boston a reading-room can be supported at an average cost of $1,000 per year. Besides offering attractive quarters for reading to persons without good homes, the reading-room has a great advantage over the station in affording opportunity for personal work by a skilful attendant in guiding the choice of reading.

Branches

The term "branch" is used to denote an institution—such as may be found in Boston, New York, Philadelphia, Baltimore, and elsewhere—much more elaborate than a mere reading-room, even when the latter contains a stock of books for circulation. For the reading-room is primarily a distributing agency, with provision in addition for recreative reading on the premises, while a branch performs also the more serious uses of a small independent library, and in connection with the central library still other functions. A well-equipped branch, in addition to the work-rooms needed for administrative purposes, provides accommodations for a delivery-room, a general reference or reading-room, a periodical reading-room, a study-room for school classes and clubs, and whenever possible a separate children's room. There are many small branches which do not enjoy such extended facilities, but there are others which approximate such requirements—many providing for most of these departments of work and some for all. The plans for the Lawrenceville branch at Pittsburgh include a lecture hall also.

Mr. Bostwick's very full discussion of branch administration in the Library Journal for January, 1898, renders unnecessary

an extended treatment here. In general a branch has the customary records—register, shelf-list, accessions book, and catalog; but at Baltimore and Philadelphia the branch accession books are kept at the central library. The ordering is almost always done at the central library, while the cataloging is done at the branches in the Aguilar and Free Circulating libraries, New York, at the central library in Baltimore, Philadelphia, and Boston. In the latter case the cards are printed. In Boston there is at the central library a union branch catalog, and a union shelf-list is in progress; the main register and accessions book include the central library with the branch records in duplicate.

"Pratt Institute has a union accession book but no union catalog nor register; Baltimore has a union shelf-list and a printed union finding list; Philadelphia has an official union catalog at the central library. In New York the Aguilar has no union accession book, register, or catalog; the Free Circulating has a union shelf-list and is making a union card catalog, a duplicate of which it is intended to place in every branch." (A. E. Bostwick in Library Journal, Jan., '98.)

Baltimore, printing frequent editions of the union finding list, furnishes no other catalog at the branch. Elsewhere a separate card catalog is usually located at each. In Boston and at the New York Free Circulating Library separate printed catalogs have been issued in times past, but both issue now union bulletins or lists. In Boston it is intended to make the collections at the different branches fairly uniform, to print a union finding list containing the more important titles which will be found in all the branches, and to supplement this with a complete card catalog at each branch.

Uniformity in the numbering of books at all branches exists in Pratt Institute, Baltimore, and the Aguilar, and has been considered of so great importance as to justify renumbering in the New York Free Circulating and the Boston Public libraries. It is, of course, an absolute requisite for union lists.

At libraries employing delivery stations the borrower's card is good at either the main library or any station. With libraries having branches the practice is commonly the contrary. While in Baltimore the same card is good at the central library or the branch, "no person may have out books at two branches at

the same time." In Philadelphia a card is good at one branch only, although there is nothing to prevent a person from having cards at more than one. In the New York Free Circulating Library also separate cards are issued for each branch.

The Boston Public Library is peculiar in comprising branches as well as stations and reading-rooms. Great importance, therefore, is attached to coördinating these various agencies and welding the whole into one closely joined system. As a means of furthering this end, besides the delivery to stations and reading-rooms, six of the stations are also similarly connected with neighboring branches, and a daily collection and delivery is maintained between the central library and each branch. The same card is good at any agency; the books may be drawn directly at different branches or stations, or they may be drawn at any one place from any others; and these books no matter where drawn may be returned at any branch or station, and there they will be discharged from the card, fines collected, and the card handed back at once to the borrower. This free exchange makes possible the performance of functions in connection with the central library which would be beyond the resources of independent or isolated branches. For, in the first place, any book in the entire system which circulates is accessible at any point. Again, at the request of any school or club—or even of an individual—studying a special subject, the material in the branch is set aside for use in the study-room. In addition—when desired—the resources of the branch are supplemented by a special collection sent from the central library to the branch on temporary deposit, and these books may be drawn by the regular card or reserved for use on the premises. Similar collections are also sent on request to the stations and reading-rooms.

In this connection portfolios of pictures, reproductions of works of art, antiquities, costumes, and illustrations of history or travel are sent from the central library to the branches for exhibition. Such exhibitions—sometimes of general interest, sometimes relating to topics under study in the schools—are held at each branch monthly. Special sets of illustrations are sent so far as possible whenever asked for, the school teacher not infrequently taking her whole class to the study-room and giving a talk illustrated by the pictures and books.

The collections of books in branch libraries vary in size from 3000 or 4000 to 35,000 volumes. In Boston, where exchange is easy and the great central reservoir may be drawn on, 15,000 volumes is considered a fair average. It is intended to keep this collection fresh by discarding or transferring to the central library books which pass out of date. According to the recommendations of the Examining Committee, "It is desirable that the books in the branch collection should be as active as possible. Apart from an ample supply of periodicals, both popular and solid, the branch collection should consist of: (a), the fundamental works of reference; (b), a carefully selected set of juvenile books; (c), a collection of such books as are needed for coöperation with the work in the schools, and (d), a not very numerous collection of miscellaneous books for which there is a popular demand." (Annual report, 1896-97, p. 57.)

At Boston, although many of the branch collections were built up separately, uniformity is attempted now, and consequently each new title is purchased for all of the nine larger branches with the exception of a very few special books which seem to be required by the peculiarities of certain districts only. Elsewhere strict uniformity is not usually sought.

The introduction of open shelves in branches is the most pronounced tendency of the times. Books rare or costly will naturally be preserved in the central library, while books located at the branches will all be suitable for the general reader. For these reasons a branch offers the best possible field for the success of the open-shelf system. At Pittsburgh the branches now building are constructed with this in view. At Philadelphia free access is general throughout branches and central library. At New York and Boston open shelves are provided in branches recently organized, while alterations are being instituted to facilitate their introduction in others previously closed. At the Enoch Pratt Free Library the shelves at the branches are closed, and the librarian emphasizes his disapproval of allowing free access. With this exception opinion seems unanimously to favor open shelves.

In comparing the advantages of branches and stations the greater cost of branches is frequently cited in a vague way. To give the matter definiteness I have compiled statistics showing the cost per volume of circulation last year at certain

branches and stations. Under branches I have omitted the cost of books and binding, since this item cannot be estimated for stations. If I have read the printed reports correctly the figures are as follows:

Cost per volume circulated through *stations.*		Cost per volume circulated by *branches.*	
Public Library of Newark,	2.2c	Free Library, Philadelphia,	2.9c
Public Library of Chicago,	2.3c	Free Circulating Library, New York	4.9c
Public Library of Boston,	3.7c	Public Library, Boston,	5.9c

In comparing these figures it must be remembered, first, that the cost of charging and discharging the books is charged against the branches, but is probably not charged against the stations except in Boston, where this work is done at the stations; second, that in the case of branches the whole cost of all the work done—including reference work, co-operation with the schools, reading-room use, etc.—has been charged against the circulation for home use, so that the comparative cost may perhaps roughly measure the amount of such work accomplished in each case. Taking these facts into consideration, it is by no means certain that for circulation alone the cost of a branch need be greatly in excess of the cost of a station, while for the amount of service rendered, if such a comparison is allowable, the branch may yield—dollar for dollar—better results. The determining factor will in many cases be found in the geographical distribution of population. Where comparatively isolated districts exist, with a large population grouped around prominent and accessible centres, there the opportunity will offer for establishing a strong, far-reaching branch; while with a dense population, stretching continuously, without well-defined centres, frequent delivery stations may be preferred.

LIBRARY CIRCULATION AT LONG RANGE

The question of whether there is still a place for the delivery station in the scheme of book distribution is pertinent, not so much because its use is being discontinued, but because of a general feeling that any system of distribution that does not admit of seeing and handling the books is inferior to a system in which this is possible.

Dr. Arthur E. Bostwick has gathered material on this form of circulation as it is handled in the St. Louis Public Library, and has reported it in *The Library Journal* of 1913.

Is there still a place for the delivery station in the scheme of distribution adopted by libraries, large or small? This question is pertinent not so much because the use of the delivery station is being discontinued, but because of a general feeling that any system of book distribution that does not admit of seeing and handling the books is inferior to a system in which this is possible.

It will thus be noted that the question of the delivery station pure and simple, as opposed to the deposit station and the branch—a question once hotly debated—is at bottom simply that of the closed shelf versus the open shelf. The branch has won out as against the delivery station, and the open as against the closed shelf. It will also be noted, however, that none but small libraries find it good policy to place all their books on open shelves. There is and always will be a use for the closed shelf in its place, and the larger the library the more obvious does that place become.

Now circulation through a delivery station is nothing but long-distance closed-shelf issue—circulation in which the distance between charging-desk and stack has been greatly multiplied. And a legitimate reason for closed-shelf issue of this kind is that it is carried on under conditions where open-shelf issue is impossible—about the only excuse for the closed shelf

in any case. Now no matter how many books may be in branches or in deposit stations, it is obviously impossible for the whole central stock to be at any one of them, still less to be at all of them at the same time. And there are cases where it is impracticable to use any deposit at all, while delivery from the central library is feasible and reasonably satisfactory. There will always continue to be, therefore, some circulation from a distant reservoir of books that cannot be seen and handled by the reader for purposes of selection.

Under these circumstances it is interesting to inquire whether this type of service has any good points to offset its obvious disadvantages; and it is consoling to find that there are such—not enough to cause us to select an unsupported delivery station deliberately where a deposit or a branch would be possible, but enough to satisfy us that a delivery station is worth while if we can use nothing better and to induce us to lay stress, if we can, on the particular features that make it satisfactory.

For myself, after three years in a library with a large station system, following an experience in institutions where there was nothing of the kind, I may say that it has gratified and surprised me to find that personal contact between librarian and reader is possible in such a system, to almost the same extent as in an open-shelf library, although the contact is of quite a different quality. The quality of the contact is related to that possible with the open-shelf precisely as mental contact by letter writing is always related to that by conversation. It is superior, if anything, to that usually obtained in short-distance, closed-shelf circulation, although possibly not to that obtainable under ideal conditions.

The establishment of more or less personal relations of confidence between library assistant and reader takes longer and is less complete when the sole intermediary is written language. It is always harder and requires more time to become intimate by letter than by personal intercourse. In the former case the contact is purely mental, in the latter it is affected by personal appearance and conduct, by facial expression and manner. All this is one of the chief factors in the success of the open shelf. But the advantages are not all on the side of the direct personal contact, as the correspondence schools have been astute enough to find out. In the first place, *litera scripta*

manet; one may read the same written communication several times, whereas the same spoken communication is of and for the moment. Then the very fact that the written message is purely intellectual and has no physical accompaniments may lend force to its intellectual appeal, when that appeal has once gained a foothold. When this is the case the writer may take his time and may plan his campaign of influence more carefully than the speaker. The effect of trivial circumstances, of unfavorable personal elements, of momentary moods, is obviated.

It may be, then, that if personal relations between librarian and reader can be set up through the written word, there may be something of this kind even in long-distance, closed-shelf circulation. This relation may be lacking, even when the circulation is at short range. It is usually lacking at the closed-shelf delivery desk, necessarily so in a rush, although at quieter times there is no good reason why it should not exist. I know that it sometimes does exist under these conditions, though a counter between two human beings, whether in a store, an office or a library, is not conducive to relations of confidence. It may even be lacking in the open-shelf room, when assistants on floor duty have not the proper spirit and a due conception of their own responsibilities and opportunities.

It may exist at long range. But does it? I can answer for only one library; but I have no reason to believe that our experience is by any means exceptional. Here are some instances, reported at my request from our own Station Department by Miss Else Miller, the department chief:

(1) "A short time ago one of the patrons of Station 27 sent in a slip asking to have his book renewed, and requested that we send him information on peace conferences. The latter was duly sent, but through some error the renewal was overlooked. Consequently six days later an overdue postal was mailed. This gentleman is always quite prompt in returning his books, and evidently had never before received a notice. So he was most perturbed, and wrote us a very long letter explaining the mistake. He said that he felt that the librarian should know that he was not at fault, had not broken the rules, and had a clear record. But in imparting this fact to the librarian, he wanted it understood that the assistant committing the error should not in any way be punished for it, because she had helped him

greatly in his work, by sending the very facts on peace conferences that he was looking for. He asked that the assistant be praised for her good work rather than blamed for her error.

(2) "Celia R——, whom we have never seen but all feel well acquainted with, tried in vain for some time to borrow a certain little volume of Eskimo stories, but succeeded only in getting substitutes. About the middle of December she sent in with her card the following request: 'Please give me "Eskimo stories," because it is Christmas and you never send the right book.'

(3) "The cards of Mr. and Mrs. M——, of Station 54, come in with a slip, 'Please send a novel.' We know that the books must be 7-day adventure stories, and must have publishers' binding and an interesting frontispiece or they will come back to us on the next delivery unread.

(4) "At least one of the S—— family's cards is reported lost each week. We immediately recognize Mrs. S——'s voice when she telephones, and ask whether it is Ralph's or Walter's card that is missing this time. In a tone of despair she probably says, 'No; it is Morris's.' We promise to look the matter up thoroughly. Then we do no more about it. After two days we call up and tell her we are very sorry we have been unable to trace the card. 'Oh, we've found it here at home; thank you so much for your trouble,' she answers. 'And, by the way, we have not been able to find Nicholas' card all day.' So we look up Nicholas' card in the same way. No S—— card was ever known to be lost outside of the S—— household.

(5) "C39 of Station 6 has this note clipped to her reader's index: 'Give overdue notices to Stations Department.' We hold her notices a few days to give the books a chance to come in, because she uses a bi-weekly station. Each time that she receives an overdue notice, it costs her ten cents carfare to come to the library to investigate, and it costs the library a half hour of an assistant's time to pacify her. Our new method works beautifully, and both library and reader find it economical.

(6) "An old gentleman of Station 15 (at least we have pictured him as old, for it is a trembling hand that writes the titles) for a long time sent in a long list of German novels which we marked, 'Not in catalog.' We were out of printed German lists at the time, so selected a good German novel and sent it to him. It was immediately returned. We tried again—

in vain. Then again! We sent him everything that the average German finds intensely interesting. But the books always came back to us on the next delivery. One day we substituted 'Im Busch,' by Gerstaecker. He kept it two weeks, and then his card came in with a list of Gerstaecker novels, copied from the title-page of 'Im Busch." He read all our Gerstaecker books and then wanted more. We wrote him that he had read all the books of this author and again substituted. Then a fresh list of Gerstaecker came in, and now he is reading all those books a second time.

(7) "One of the station men watches our substitutions and looks over them to get ideas for his own reading. Once when we had substituted Leroux's 'Mystery of the yellow room' the station man ordered a copy of that book for himself, and finding it interesting read all the Leroux books in the library.

(8) "Here is a letter from a youthful station patron:

" 'Please send me the III Grade, The golden goose book! Please do. Kisses. xxx.' "

These incidents, which of course might be multiplied indefinitely, show at least that the service rendered by a delivery station is not, or at any rate need not be, a mere mechanical sending of books in answer to a written demand.

So much for the element of personal contact and influence. Next let us consider for a moment that of actual contact with the books from which selection can be made. This of course does not take place in any closed-shelf system—least of all in one at long range. But in certain cases this contact is of no special advantage. In particular, if a reader wants one definite book and no other, he may get it as surely, or be informed as reliably that he cannot get it, and why, at a delivery station as at a set of open shelves. The only drawback in "long-range" work is that the user must wait longer before he can get his book, provided it is on the shelves. Against this wait must be set the time and cost of a personal visit to the distant library building.

Of the "browsing" contact there can be none, of course. This seems a more serious matter to me than it would be to those who deprecate "browsing," or at any rate discourage it. But there is no question that the alternative between library and delivery station, if squarely presented, should always be

answered by choosing the library. Here the alternative is between the delivery station and no use at all. This brings up another point:

May it not be, in some cases, that we really are offering the reader an alternative between delivery station and library and that through indolence he takes the former? Doubtless this is often the case, and it should not be so. The location of every delivery station should be studied from this standpoint, and its continuance should be made a matter of serious question. When all is said and done, there will remain some stations where a minority of users would go to the library if the station were discontinued, and would be benefited thereby at the expense of a little more exertion. The fact that there are some real advantages in long-range circulation should enable the librarian, in such a case, to strike some kind of a balance, satisfy himself that this particular station is or is not of resultant benefit to the community, and act accordingly. It is also possible, in some cases, to combine the deposit feature with the delivery station, and it goes without saying that this should be done, just as the delivery feature should be added to every deposit and every branch, where it is feasible.

Finally, the long range circulation may be adapted to the use of the busy by enabling them to kill two birds with one stone. Libraries are always trying, with doubtful success, to get hold of persons who are busy about something else—factory workers, shoppers, and so on. A residential district is a better place for a branch library than a shopping district, although the number of different persons who pass the door daily is larger in the latter, because there is more leisure in the residence street—less preoccupation and bustle. But if it is made possible for the shopper to use the library with practically no delay, while he is shopping, will he not take advantage of the opportunity? A recent experiment in the St. Louis Public Library convinces me that he will. We are now operating a downtown branch in the book department of a large department store, and we have an hourly messenger service between the library and this station. I believe this is the first time that such frequent delivery service has been tried. This makes it possible to leave an order at the beginning of a shopping trip and to find the book ready at the close of the trip. The interval

would never be much over an hour, and might be as little as fifteen or twenty minutes.

There are two favorable factors here which it might be difficult to secure elsewhere: The shopping district here is near enough to the central library to make frequent delivery possible, and the management of the store where our station is located is broad enough to see that the possibility of borrowing a book free, from the library, even when presented as an immediate alternative to the purchase of the same book from the counters of the store, does not, in the long run, injure sales.

It is not absolutely necessary, of course, to operate this scheme from a department store, neither is greater distance an absolute bar to frequent deliveries. I believe that this kind of long-distance service is well worth the attention of librarians.

And, in general, I believe that a realization that all long-distance service has its good points, may do good by inducing us to dwell on those points and to try to make them of more influence in our work.

LIBRARY EXTENSION

The cardinal principle of a free library is to bring books to the people—the very opposite to that which guided the old-fashioned library. In those institutions of the past, a librarian's duty was to keep guard over his books, the majority of which were inaccessible to the ordinary reader. It may be that there was some danger, in the first enthusiasm of shifting from the old paths to the new, that librarians would become "book shovels"—but the proper circulation of books is the distinguishing feature of every successful free library. The consideration of these points has led many public librarians to strive after the discovery of improved methods for bringing books to the people.

Library extension aims to supply to every one, either through its own resources or by cooperation with other affiliated agencies, what each community or individual needs. Usefulness is the test by which methods and results must be judged.

The origin of travelling libraries is essentially British, since they were in use as early as 1810 in parish work in Scotland. In 1877 we find them in Melbourne, Australia. Later, educational libraries were sent out from Oxford University, England. In his monograph on *Public Libraries and Popular Education* Professor Herbert B. Adams makes reference to the adoption of this principle by the State of New York, the first such library being sent out there in 1893. Work of libraries with schools began by depositing collections of books. More recently such deposits have been located also in factories, stores, etc., and are generally for circulation, the collection being changed at intervals. Some of

these deposits are used only by employees of business houses, pupils of schools, or members of clubs to which the collections are sent; others are for the use of the general public of the neighborhood.

THE MISSION AND MISSIONARIES OF THE BOOK

Only two objects—the spiritual good of mankind, contemplated in religious beliefs, and the intellectual good pursued in educational plans—have ever marked the missionary spirit in a large way. "The supremely great epochs in human history are those few which have been marked by mighty waves of altruistic enthusiasm sweeping over the earth from sources found in one or the other of these two ideals of good." This is the general theme of Mr. J. N. Larned's address at the annual University Convocation of the State of New York, June 25, 1896.

A sketch of Joseph Nelson Larned appears in Volume 3 of this series.

For the most part, that lifting of the human race in condition and character which we call civilization has been wrought by individual energies acting on simply selfish lines. When I say this, I use the term selfish in no sense that is necessarily mean but only as indicating the unquestionable fact that men have striven, in the main, each for himself more than for one another, even in those strivings that have advanced the whole race. Within certain limits there is no discredit to human nature in the fact. A measure of selfishness is prescribed to man by the terms of his individuality and the conditions of his existence. His only escape from it is through exertions which he must employ at first in his own behalf in order to win the independence and the power to be helpful to his fellows. So it seems to me quite impossible to imagine a process that would have worked out the civilization of the race otherwise than by the self-pushing energy that has impelled individual men to plant, to build, to trade, to explore, to experiment, to think, to plan, primarily and immediately for their own personal advantage.

But if the more active forces in civilization are mainly from selfish springs, there are two, at least, which have nobler sources and a nobler historic part. One is the sympathetic impulse which represents benevolence on its negative side, pained by the misfortunes of others and active to relieve them. In the second, which is more rare, we find benevolence of the positive kind. Its spring is in a purely generous feeling, which strongly moves one to communicate to others some good which is precious to him in his own experience of it. It is a feeling which may rise in different minds from different estimates of good, and be directed toward immediate objects that are unlike, but the disinterested motive and ultimate aim are unvarying, and it manifests in all cases the very noblest enthusiasm that humanity is capable of. There seems to be no name for it so true as that used when we speak of a missionary spirit in efforts that aim at the sharing of some greatly cherished good with people who have not learned that it is good. At the same time we must remember that mere propagandisms put on the missionary garb without its spirit, and spuriously imitate its altruistic zeal; and we must keep our definition in mind.

There are always true missionaries in the world, laboring with equally pure hearts, though with minds directed toward many different ends of benefaction to their fellows. But only two objects—the spiritual good of mankind, contemplated in religious beliefs, and the intellectual good, pursued in educational plans—have ever wakened the missionary spirit in a large, world-moving way. The supremely great epochs in human history are those few which have been marked by mighty waves of altruistic enthusiasm, sweeping over the earth from sources of excitation found in one or the other of these two ideals of good.

Naturally the first wakening was under the touch of beliefs which contemplate a more than earthly good; and those beliefs have moved the missionary spirit at all times most passionately and powerfully. But even the religious wakening was not an early event in history. I think I may safely say that no trace of it is to be found among the worshipers of remote antiquity. The Hebrew prophets never labored as dispensers of a personal blessing from their faith. It was for Israel, the national Israel, that they preached the claims and

declared the requirements of the God of Israel. The priests of Osiris and Bel were still more indifferent to the interest of the worshiper in the worship of their gods, thinking only of the honor demanded by the gods themselves. So far as history will show, the first missionary inspiration would seem to have been brought into religion by Gotama, the Buddha, whose pure and exalted but enervating gospel of renunciation filled Asia with evangelists and was carried to all peoples as the message of a hope of deliverance from the universal sorrow of the world. Then, centuries later, came the commission more divine which sent forth the apostles of Christianity to tell the story of the Cross and to bear the offer of salvation to every human soul. As religiously kindled, the missionary spirit has never burned with more fervor than it did in the first centuries of Christian preaching. But nothing akin to it was set aflame in the smallest degree by any other eagerness of desire for the communication of a blessing or good to mankind. Until we come to modern times, I can see no mark of the missionary motive in any labor that was not religious.

The one object which, in time, as I have said, came to rival the religious object as an inspiration of missionary work, the modern zeal for education, was late and slow in moving feelings to an unselfish depth. Enthusiasm for learning at the period of the renaissance was enthusiasm among the few who craved learning, and was mostly expended within their own circle. There was little thought of pressing the good gift on the multitude who knew not their loss in the lack of it. The earliest great pleader for a common education of the whole people was Luther; but the school was chiefly important in Luther's view as the nursery of the church and as a health-bringer to the state, and he labored for it more as a means to religious and political ends than as an end in itself. Almost a century after Luther there appeared one whom Michelet has called "the first evangelist of modern pedagogy" John Amos Comenius, the Moravian. The same thought of him, as an evangelist, is expressed by the historian Raumer, who says: "Comenius is a grand and venerable figure of sorrow. Wandering, persecuted and homeless during the terrible and desolating thirty years war, he yet never despaired, but with enduring truth and strong in faith he labored unweariedly to prepare

youth by a better education for a better future. He labored for them with a zeal and love worthy of the chief of the Apostles." And the education for which Comenius labored was no less, in his own words, than "the teaching to all men of all the subjects of human concern." Proclaiming his educational creed at another time he said: "I undertake an organization of schools whereby all the youth may be instructed save those to whom God has denied intelligence, and instructed in all those things which make man wise, good and holy."

Here then had arisen the first true missionary of common teaching, who bore the invitation to learning as a gospel proffered to all childhood and all youth and who strove in its behalf with apostolic zeal. The period of the active labors of Comenius was before and a little after the middle of the 17th century. He made some impression upon the ideas and the educational methods of his time, but Europe generally was cold to his enthusiasm. In one small corner of it, alone, there was a people already prepared for and already beginning to realize his inspiring dreams of universal education. That was Holland, where the state, even in the midst of its struggle for an independent existence, was assuming the support of common schools and attempting to provide them for every child. In that one spot the true missionary leaven in education was found working while the 17th century was still young, and from Holland it would seem to have been carried to America long before the fermentation was really felt in any other country.

Elsewhere in the old world, if Comenius found any immediate successor in the new field of missionary labor which he had practically discovered and opened, it was the Abbé La Salle, founder of the great teaching order of the Christian Brothers. But the zeal kindled by La Salle, which has burned even to the present day, was essentially religious in its aims and dedicated to the service of his church. The spirit in common teaching still waited generally for that which would make a secular saving faith of it, urgent, persisting, not to be denied or escaped from. The world at large made some slow progress toward better things in it; schools were increased in number and improved; Jesuits, Jansenists, Oratorians and other teaching orders in the Roman church labored more intelligently;

middle-class education in England and other countries received more attention. But the conscience of society in general was satisfied with the opening of the school to those who came with money in their hands and knocked at its door. There was no thought yet of standing in the door and crying out to the moneyless and to the indifferent, bidding them come. Far less was their thought of going out into the highways and hedges to bring them in. Another century of time was needed and a long line of apostolic teachers, agitators and administrators like Pestalozzi, Father Girard, Fröbel, Humboldt, Brougham, Horace Mann, to inspire that feeling for education which warms the western nations of the world at last: the feeling for education as a supreme good in itself, not merely as a bread-making or a moneymaking instrument; not merely for giving arithmetic to the shop-keeper, or bookkeeping to the clerk, or even political opinions to the citizen; not merely for supplying preachers to the pulpit, or physicians to the sick-room, or lawyers to the bench and bar; but in and of and for its own sake, as a good to humanity which surpasses every other good, save one. This is what I call the missionary spirit in education, and it has so far been wakened in the world that we expect and demand it in the teaching work of our time, and when we do not have it, we are cheated by its counterfeit.

But this zeal for education was animated in most communities sooner than the thought needed for its wise direction. There was a time not long ago when it expended itself in schoolrooms and colleges and was satisfied. To have laid benignant hands on the children of the generation and pushed them, with a kindly coercion, through some judicious curriculum of studies was thought to be enough. That limited conception of education as a common good sufficed for a time, but not long. The impulse which carried public sentiment to that length was sure to press questions upon it that would reach further yet. "Have we arrived," it began to ask, "at the end for which our public schools are the means? We have provided broadly and liberally—for what? For teaching our children to read their own language in print, to trace it in written signs, to construct it in grammatical forms, to be familiar with arithmetical rules, to know the standards and divisions of weight and measure, to form a notion of the surface-features of the

earth and to be acquainted with the principal names that have been given to them, to remember a few chief facts in the past of their own country. But these are only keys which we expect them to use in their acquisition of knowledge, rather than knowledge itself. When they quit the school with these wonderful keys of alphabet and number in their possession, they are only in the vestibule chambers of education. Can we leave them there, these children and youth of our time, to find as best they may, or not find at all, the treasuries we would have them unlock?" To ask the question was to answer it. Once challenged to a larger thought of education, the missionary spirit of the age rose boldly in its demands. The free school, the academy, the college even, grew in importance, when looked at in the larger view, but they were seen to be not enough. They were seen to be only blessed openings in the way to knowledge, garlanded gates, ivory portals, golden doors; but passage-ways only, after all, to knowledge beyond them. And the knowledge to which they led, while much and of many kinds may need to be gleaned in the open fields of life, out of living observations and experiences, yet mainly exists as a measureless store of accumulated savings from the experience and observation of all the generations that have lived and died, recorded in writing and preserved in print. There then in the command and possession of that great store, the end of education was seen to be most nearly realized; and so the free public library was added to the free public school.

But strangely enough, when that was first done, there happened the same halting of spirit that had appeared in the free public school. To have collected a library of books and to have set its doors open to all comers, was assumed to be the fulfilment of duty in the matter. The books waited for readers to seek them. The librarian waited for inquirers to press their way to him. No one thought of outspreading the books of the library like a merchant's wares, to win the public eye to them. None thought of trying by any means to rouse an appetite for books in minds not naturally hungry for learning or poetry or the thinking of other men. So the free or the nearly free public libraries, for a time wrought no great good for education beyond a circle in which the energy of the desire to which they answered was most independent of any public help.

But this stage of passive existence in the life of the free public library had no long duration. Soon the missionary passion began to stir men here and there in the library field, as it had stirred teachers in the schools before. One by one the inspiration of their calling began to burn in their hearts. They saw with new eyes the greatness of the trust that had been confided to them and they rose to a new sense of the obligations borne with it. No longer a mere keeper, custodian, watchman, set over dumb treasures to hold them safe, the librarian now took active functions upon himself and became the minister of his trust, commanded by his own feelings and by many incentives around him to make the most in all possible ways of the library as an influence for good. The new spirit thus brought into library work spread quickly, as a beneficent epidemic, from New England, where its appearance was first marked, over America and Great Britain and into all English lands, and is making its way more slowly in other parts of the world.

The primary effort to which it urged librarians and library trustees was that towards bettering the introduction of books to readers; towards making them known, in the first instance, with a due setting forth of what they are and what they offer; then toward putting them in right relations with one another, by groupings according to subject and literary form and by cross-bindings of reference; then towards establishing the easiest possible guidance to them, both severally and in their groups, for all seekers, whether simple or learned. When serious attention had once been given to these matters there was found to be need in them of a measure of study, of experiment, of inventive ingenuity, and of individual collective experience, of practical and philosophical attainments, that had never been suspected before. These discoveries gave form to a conception of "library science," of a department of study, that is, entitled to scientific rank by the importance of its results, the precision of its methods, the range of its details. The quick development of the new science within the few years that have passed since the first thought of it came into men's minds, is marked by the rise of flourishing library schools and classes in all parts of the United States, east and west.

For more efficiency in their common work, the reformers of the library were organized at an early day. The American

library association on this side of the sea and the Library association of the United Kingdom on the other side, with journals giving voice to each, proved powerful in their unifying effect. Ideas were exchanged and experiences compared. Each was taught by the successes or warned by the failures of his neighbors. What each one learned by investigation or proved by trial became the property of every other. The mutual instruction that came about was only equaled by the working cooperation which followed. Great tasks, beyond the power of individuals, and impossible as commercial undertakings, because promising no pecuniary reward, were planned and laboriously performed by the union of many coworkers, widely scattered in the world, but moved by one disinterested aim. From 122 libraries, in that mode of alliance, there was massed the labor which indexed the whole body of general magazine literature, thus sweeping the dust from thousands of volumes that had been practically useless before, bringing the invaluable miscellany of their contents into daily, definite service, by making its subjects known and easily traced. The same work of cooperative indexing was next carried into the indeterminate field of general miscellaneous books. By still broader cooperation, a selection of books was made from the huge mass of all literature, with siftings and resiftings, to be a standard of choice and a model of cataloguing for small new libraries. And now topical lists on many subjects are being prepared for the guidance of readers by specialists in each subject, with notes to describe and value the books named. The possibilities of cooperation in library work are just beginning to be realized, and the great tasks already accomplished by it will probably look small when compared with undertakings to come hereafter.

But, after all, it is the individual work in the libraries which manifests most distinctly the new spirit of the time. The perfected cataloguing, which opens paths for the seeker from every probable starting-point of inquiry not only to books, but into the contents of books; the multiplied reading lists and reference lists on questions and topics of the day, which are quick to answer a momentary interest in the public mind and direct it to the best sources for its satisfaction; the annotated bulletins of current literature, which announce and value as far as

practicable, by some word of competent criticism, the more important publications of each month; the opening of book shelves to readers, to which libraries are tending as far as their construction and their circumstances will permit; the evolution of the children's reading-room, now become a standard feature to be provided for in every new building design, and to be striven for in buildings of an older pattern; the invention of traveling libraries and home libraries; the increasing provision made in library service for the helping of students and inquirers to pursue their investigations and make their searches; the increasing cooperation of libraries and schools, with the growing attraction of teachers and pupils toward the true literature of their subjects of study, and the waning tyranny of the dessicated text book; in all these things there is the measure of an influence which was hardly beginning to be felt a quarter of a century ago.

I have named last among the fruits of this potent influence the cooperation of libraries and schools, not because it stands least in the list, but because the whole missionary inspiration from every standpoint of solicitude for the educational good of mankind is united and culminated in it and is doing its greatest work. The missionary teacher and the missionary librarian come together in these new arrangements, working no longer one in the steps of the other—one carrying forward the education which the other has begun—but hand in hand and side by side, leading children from the earliest age into the wonderful and beautiful book world of poetry, legend, story, nature-knowledge or science, time-knowledge or history, life-knowledge or biography, making it dear and familiar to them in the impressionable years within which their tastes are formed. The school alone, under common conditions, can do nothing of that. On the contrary, its text books, as known generally in the past, have been calculated to repel the young mind. They have represented to it little but the dry task of rote learning and recitation. They have brought to it nothing of the flavor of real literature nor any of that rapturous delight from an inner sense of rhythmic motions which real literature can give: neither the dancing step, nor the swinging march, nor the rush as with steeds, nor the lift and sweep as with wings, which even a child may be made to feel in great poetry and in noble

prose, and which once experienced is a beguiling charm forever. The whole tendency of the text book teaching of schools is towards deadening the young mind to that feeling for literature, and alienating it from books by a prejudice born of wrong impressions at the beginning. Just so far as the school reader, the school geography, the school history and their fellow compends, are permitted to remain conspicuous in a child's thought during his early years, as representative of the books which he will be admonished by and by to read, so far he will be put into an opposition never easy to overcome.

The tenderest years of childhood are the years of all others for shaping a pure intellectual taste and creating a pure intellectual thirst which only a noble literature can satisfy in the end. We have come at last to the discernment of that pregnant fact and our schemes of education for the young are being reconstructed accordingly. There is no longer the division of labor between school and library which seemed but a little time ago to be so plainly marked out. Schools are not to make readers for libraries, nor are libraries to wait for readers to come to them out of the schools. The school and the world of books which it makes known to him are to be identified in the child's mind. There is to be no distinction in his memory between reading as an art learned and reading as a delight discovered. The art and the use of the art to be one simultaneous communication to him.

That is the end contemplated in the cooperative work of libraries and schools, which, recent in its beginning, has made great advances already and which especially appeals to what I have called the missionary enthusiasm in both libraries and schools. It contemplates what seems to be the truest ideal of teaching ever shaped in thought, of teaching not as educating but as setting the young in the way of education; as starting them on a course of self-culture which they will pursue to the end of their lives, with no willingness to turn back. The highest ideal of education is realized in that lifelong pursuit of it, and the success of any school is measured not by the little portion of actual learning which its students take out of it, but by the persisting strength of the impulse to know and to think, which they carry from the school into their later lives.

But there are people who may assent to all that is said of

education in this life-lasting view of it, who will deny that there is a question in it of books. "We," they say, "find more for our instruction in life than in books. The reality of things interests us more and teaches us more than the report and description of them by others. We study men among men and God's works in the midst of them. We prefer to take knowledge at first hand, from nature and from society, rather than second-handedly, out of a printed page. Your book-wisdom is from the closet and for closet-use. It is not the kind needed in a busy and breezy world." Well, there is a half-truth in this which must not be ignored. To make everything of books in the development of men and women is a greater mistake, perhaps, than to make nothing of them. For life has teachings, and nature out-of-doors has teachings, for which no man, if he misses them, can find compensation in books. We can say that frankly to the contemner of books and we yield no ground in doing so; for then we turn upon him and say: "Your life, sir, to which you look for all the enlightenment of soul and mind that you receive, is a brief span of a few tens of years; the circle of human acquaintances in which you are satisfied to make your whole study of mankind is a little company of a few hundred men and women, at the most; the natural world from which you think to take sufficient lessons with your unassisted eyes is made up of some few bits of city streets and country lanes and seaside sands. What can you, sir, know of life, compared with the man who has had equal years of breath and consciousness with you, and who puts with that experience some large, wide knowledge of forty centuries of human history in the whole round world besides? What can you know of mankind and human nature compared with the man who meets and talks with as many of his neighbors in the flesh as yourself and who, beyond that, has companionship and communion of mind with the kingly and queenly ones of all the generations that are dead? What can you learn from nature compared with him who has Darwin and Dana and Huxley and Tyndall and Gray for his tutors when he walks abroad, and who, besides the home-rambling which he shares with you, can go bird-watching with John Burroughs up and down the Atlantic states, or roaming with Thoreau in Maine woods, or strolling with Richard Jeffries in English lanes and fields?"

Truth is, the bookless man does not understand his own loss. He does not know the leanness in which his mind is kept by want of the food which he rejects. He does not know what starving of imagination and of thought he has inflicted upon himself. He has suffered his interest in the things which make up God's knowable universe to shrink until it reaches no farther than his eyes can see and his ears can hear. The books which he scorns are the telescopes and reflectors and reverberators of our intellectual life, holding in themselves a hundred magical powers for the overcoming of space and time, and for giving the range of knowledge which belongs to a really cultivated mind. There is no equal substitute for them. There is nothing else which will so break for us the poor hobble of everyday sights and sounds and habits and tasks, by which our thinking and feeling are naturally tethered to a little worn round.

Some may think, perhaps, that newspapers should be named with books as sharing this high office. In truth, it ought to be possible to rank the newspaper with the book as an instrument of culture. Equally in truth, it is not possible to do so, except in the case of some small number. The true public journal—diary of the world—which is actually a *news*-paper and not a *gossip*-paper, is most powerfully an educator, cultivator, broadener of the minds of those who read it. It lifts them out of their petty personal surroundings and sets them in the midst of all the great movements of the time on every continent. It makes them spectators and judges of everything that happens or is done, demands opinions from them, extorts their sympathy and moves them morally to wrath or admiration. In a word, it produces daily, in their thought and feeling, a thousand large relations with their fellow men of every country and race, with noble results of the highest and truest cultivation.

But the common so-called newspaper of the present day, which is a mere rag-picker of scandal and gossip, searching the gutters and garbage-barrels of the whole earth for every tainted and unclean scrap of personal misdoing or mishap that can be dragged to light; the so-called newspaper which interests itself and which labors to interest its readers, in the trivialities and ignoble occurrences of the day—in the prize fights, and

mean preliminaries of prize fights, the boxing matches, the ball games, the races, the teas, the luncheons, the receptions, the dresses, the goings and comings and private doings of private persons—making the most in all possible ways of all petty things and low things, while treating grave matters with levity and impertinence, with what effect is such a newspaper read? I do not care to say. If I spoke my mind I might strike harshly at too many people whose reading is confined to such sheets. I will venture only so much remark as this: that I would prefer absolute illiteracy for a son or daughter of mine, total inability to spell a printed word, rather than that he or she should be habitually a reader of the common newspapers of America to-day, and a reader of nothing better.

I could say the same of many books. So far, in speaking of books, I have been taking for granted that you will understand me to mean, not everything without discrimination which has the form of a book, but only the true literature which worthily bears that printed form. For if we must give the name to all printed sheets, folded and stitched together in a certain mode, then it becomes necessary to qualify the use we make of the name. Then we must sweep out of the question vast numbers of books which belong to literature no more than a counterfeit dollar belongs to the money of the country. They are counterfeits in literature—base imitations of the true book; that is their real character. Readers may be cheated by them precisely as buyers and sellers may be cheated by the spurious coin, and the detection and rejection of them are effected by identically the same process of scrutiny and comparison. Every genuine book has a reason for its existence, in something of value which it brings to the reader. That something may be information, it may be in ideas, it may be in moral stimulations, it may be in wholesome emotions, it may be in gifts to the imagination, or to the fancy, or to the sense of humor, or to the humane sympathies, or indefinably to the whole conscious contentment of the absorbing mind; but it will always be a fact which those who make themselves familiar with good and true books can never mistake. Whether they find it in a book of history, or of travel, or of biography, or of piety, or of science, or of poetry, or of nonsense (for there are good books of nonsense, like *Alice in Wonderland,* for example) they will

infallibly recognize the stamp of genuineness upon it. The readers who are cheated by base and worthless books are the readers who will not give themselves an expert knowledge of good books, as they might easily do.

Here, then, opens one of the greater missionary fields of the public library. To push the competition of good books against worthless books, making readers of what is vulgar and flat acquainted with what is wholesome and fine, is a work as important as the introduction of books among people who have never read at all. There is a theory which has some acceptance, that *any* reading is better than *no* reading. It rests on the assumption that an appetite for letters once created, even by the trash of the press, will either refine its own taste or else have prepared a susceptibility to literary influences which could not otherwise exist. Those who hold this doctrine have confidence that a young devourer of dime novels, for example, may be led on an ascending plane through Castlemon, Optic, Alger, Mayne Reid, Henty, Verne, Andersen, De Foe, Scott, Homer, Shakespere, more easily than a boy or girl who runs away from print of every sort can be won into any similar path. For my own part, I fear the theory is unsafe for working. It will probably prove true in some cases; I am quite sure that it will prove dangerously false in many others. There are kinds of habit and appetite in reading which seem to be as deep-rooted in unhealthy states of mind and brain as the appetite for opium or alcohol. They grow up among the habitual readers of such newspapers as I have been speaking of, and equally among readers of the slop-shop novels, vulgar or vile, with which the world is flooded in this age of print. The newspaper appetite or the trash-novel appetite, once fastened on the brain of its victim, is not often unloosed. It masters all other inclinations, permits no other taste or interest to be wakened. The stuff which produces it is as dangerous to tamper with as any other dream and stupor making narcotic. To bait readers with it, expecting to lure them on to better literature, is to run a grave risk of missing the end and realizing only the mischiefs of the temptation.

Far safer will it be to hold the public library as strictly as can be done to the mission of good books. And that is a vague prescription. How are "good books" to be defined?—since their

goodness is of many degrees. The mere distinction between good and bad in literature I believe to be easily recognized, as I have said, by every person who has tasted the good and whose intellectual sense has been cultivated by it to even a small extent. But between the supremely good and that which is simply not bad, there are degrees beyond counting. From Bulwer to Shakspere, from Trumbull to Homer, from Roe to Thackeray, from Tupper to Marcus Aurelius, from Talmage to Thomas à Kempis or Thomas Fuller, from Jacob Abbott to Edward Gibbon, the graduation of quality is beyond exact marking by any critical science. How shall we draw lines to distinguish the negatively from the positively good in letters? We simply can not. We can only lay down loose lines and put behind them the never relaxing spring of one elastic and always practicable rule. Strive unceasingly for the best. Give all the opportunities to the best literature of every class. Give front places on all possible occasions to the great writers, the wise writers, the learned writers, the wholesome writers; keep them always in evidence; contrive introductions for them; make readers familiar with their rank and standing. There is little else to be done. The public library would be false to its mission if it did not exclude books that are positively bad either through vice or vulgarity; but much beyond that it can not easily go. Happily, it can not force the best literature upon its public; for if it could, the effect would be lost. But it can recommend the best, with an insisting urgency that will prevail in the end.

I am by nature an optimist. Things as they are in the world look extremely disheartening to me, but I think I can see forces at work which will powerfully change them before many generations have passed. Among such forces, the most potent in my expectation is that which acts from the free public library. Through its agency, in my belief, there will come a day—it may be a distant day, but it will come—when the large knowledge, the wise thinking, the fine feeling, the amplitude of spirit that are in the greater literatures, will have passed into so many minds that they will rule society democratically, by right of numbers. I see no encouragement to hope that the culture which lifts men from generation to generation, little by little, to higher levels and larger visions of things, will never be made universal. Under the best circumstances which men can

bring about, nature seems likely to deny to a considerable class of unfortunates the capacity, either mentally, or morally, or both, for refinement and elevation. But if that be true at all, it can not be true of any formidable number. Among the progressive races, the majority of men and women are unquestionably of the stuff and temper out of which anything fine in soul and strong in intellect can be made, if not in one generation, then in two, or three, or 10, by the continual play upon them of influences from the finer souls and greater minds of their own times and of the past. It is not by nature but by circumstance, heredity itself being an offspring of circumstance, that light is shut from the greater part of those who walk the earth with darkened minds. Man is so far the master of circumstance that he can turn and diffuse the light almost as he will, and his will to make the illumination of the few common to the many is now fully manifested. All the movements that I have reviewed are marks of its progressive working. It translates into active energy that desire for others of the good most precious to one's self, which is the finest and noblest feeling possible to human nature. All the forces of selfishness that race men against one another from goal to goal of a simply scientific civilization, would fail to bring about this supreme end of a common culture for the race. Nothing but the missionary inspiration could give a reasonable promise of it. Let us thank God for the souls He has put into men, having that capability of helpfulness to one another.

TRAVELING LIBRARIES

The following paper is a report on traveling libraries, prepared by Frank A. Hutchins, secretary of the Wisconsin Free Library Commission, to be read at the Chautauqua Conference of the A.L.A., in July 1898.

Frank Avery Hutchins was born in Norwalk, Ohio, in 1850. He was educated at the Wayland Academy, Beaver Dam, Wisconsin. From 1891-1895 he was librarian and clerk in the office of the State Superintendent of Education, Madison, Wisconsin. A pioneer in the field of library work, his continued efforts were responsible for the organization of the Wisconsin Free Library Commission and its outgrowth the legislative reference library. For six years he was secretary of the commission. His next and last work was the organization of the extension department of debating and public discussion at the University of Wisconsin, with its package library. At the time of his death in January 26, 1914, he was head of this department.

The pioneer travelling library went out from the New York State Library on its first journey Feb. 8, 1893. It was soon followed by others. In 1895 the legislatures of Iowa and Michigan made appropriations to establish such libraries. In 1896 they were established in Colorado, Illinois, Kansas, Kentucky, Louisiana, Maryland, Massachusetts, Nebraska, Ohio, Pennsylvania, and Wisconsin. In 1897 they were started in New Jersey, and new systems were founded in states which had other systems. Since Jan. 1, 1898, other centres have been made in Alabama, Connecticut, the District of Columbia, Minnesota, California, Oregon, Washington, and probably other states. The work is extending beyond the borders of our own country, and last winter the legislative assembly of British Columbia

appropriated $1000 for it. As to the number of libraries and their volumes, the record is as follows:

Libraries		Vols.
Feb. 8, 1893.....	1	100
May 1, 1897.....	929+10	47,171+500
May 1, 1898.....	1,657+10	73,558+500

To state the growth in another way: the pioneer library of 1893 has in five years been followed by 1666 others, and the last year shows an increase of 728 in their number. May 1, 1895, there were not a dozen travelling libraries outside of New York state. May 1, 1896, there were not more than 50; May 1, 1897, there were 415; and May 1, 1898, there were 980, with 33,596 volumes.

The first free travelling libraries were sent to villages to serve as object lessons. They included mainly books for the general reader. Now they take not only fiction, histories, biographies, and books of science, literature, and poetry, for young and old, but they carry with them wall pictures, photographs, lantern-slides, magazines, illustrated papers, and children's periodicals.

It is instructive to note the various agencies which have developed the new plan of encouraging good reading. The great system which has grown up in New York has been maintained by the state. Its first successors were supported by the states of Michigan and Iowa, but all which have been established since 1895, except those of Ohio and British Columbia, are supported by private philanthropy. The legislature of New Jersey, it is true, has passed a law to create free travelling libraries, but has not as yet made an appropriation for them.

When Mr. Dewey started the work in New York people in all parts of the country jumped to the conclusion that state aid was necessary for the support of travelling libraries, and they began besieging legislatures for help. They have been successful in only three states. When it became evident that only a few of our legislatures were ready to make so great an extension of our educational systems many good friends of the movement were discouraged, but others would not brook delay. State Senator J. H. Stout established a system of travelling

libraries for the farmers of Dunn County, Wisconsin. Women's clubs in various states collected books to be sent to other clubs. Other organizations were formed whose purpose it was to gather travelling libraries for isolated communities. Nearly all these enterprises met with unexpected success. The founders became enthusiastic, and one system of travelling libraries has led to another until in 20 states there are 37 systems and the interest is steadily increasing.

The great recent development of the work is due to that new but most powerful factor in our educational life—the women's club. In the most of the states of the Union the women's clubs are doing more than the librarians to bring about the establishment and spread of travelling libraries. When they first commenced this work it was mainly for the purpose of sending special libraries to the weaker clubs, but the possibilities of the new plan as a means of helping women and children of isolated communities have appealed to them with such force that their money and their sympathy is flowing most freely to the destitute who are not of their own number.

It is not necessary now for us to attempt to determine whether the systems of travelling libraries maintained by the state or those maintained by private benefactions are the better. At present there is room for both. It is evident that we can at present get but few state systems. The best way to get state aid in most of the states will be to send out in them good travelling libraries supported by private gifts. In this way those who give and those who receive become missionaries of the cause.

In most states there are no central organizations sufficiently well equipped to take charge of great systems. A state system to be satisfactory must cover all the state with its blessings. It must be administered by trained people who make library work their business and who have the necessary means and machinery to do the work effectively. Collections of books and untrained enthusiasm will not make travelling libraries useful if they are sent to indifferent people at distant points.

If the new movement is to command and deserve public sympathy and support, great systems should only be established where the libraries can be put in charge of trained librarians.

Well-equipped state libraries, state library departments, or library commissions should precede state travelling libraries.

It is, of course, possible for colleges, libraries, and women's clubs to send travelling libraries to associations of students scattered in various parts of a state, but by state systems I mean those as widely extended as those of New York, Michigan, Ohio, and Iowa, which organize associations of uneducated people in distant communities and train them to use good books to good purpose. Such work to be successful must be carefully and intelligently administered.

Mr. Stout has 34 travelling library stations in Dunn County, Wisconsin. All are in small communities. Most of them are patronized only by farmers. The librarians are farmers' wives, postmistresses, and small storekeepers. The travelling libraries are managed from a well-equipped public library. Once or more each year the librarian of the central library visits each of the outlying stations, asks criticisms and suggestions, and interests the librarians, the people, and the teachers in the work. When the libraries are exchanged they are generally carried back and forth in a farmer's wagon. Once a year these isolated librarians and their friends gather at the central library to attend a "library institute." They discuss their problems, they report upon their work, they get inspiration and enthusiasm, and they have a good time. All these things work together to make the libraries and the books the centres of interest in isolated and sordid communities and to bring the people into personal touch with the outer world. No system of correspondence from a state capital can arouse the enthusiasm that comes from the personal contact which is the feature of Mr. Stout's system, and yet he and others who conduct local systems need the counsel of those who have a wide library experience to draw from.

While there is a great field for the small local systems if the are rightly conducted, it should be understood that they will not be successful if they are not managed with tact, intelligence, and patient determination. Untrained readers need the most interesting popular books and magazines; they must be catered to by librarians who not only wish to please, but who do please. A lot of second-hand books collected from attics and sent into a benighted community on a freight car will kill any enthusiasm for books that it may happen to find.

The Seaboard Air Line is buying a large number of libraries to send to the village improvement associations in the towns along its route in North and South Carolina and Georgia. These libraries will contain a large proportion of volumes upon agriculture and horticulture, and their purpose will be to stimulate citizens to make the towns on the line more attractive. This work is an example of "enlightened selfishness" which ought to find many imitators.

A number of railway and express companies send books to the employes along their lines. Among these are the B. & O. and the Boston & Albany railways, the American and the Wells, Fargo & Co. express companies. The New York Y. M. C. A. Railroad Branch supplies members who are employed by the N. Y. Central. All these agencies report a circulation of 70,466 volumes during the past year.

The accompanying table gives the principal facts connected with nearly 40 travelling library systems. Philadelphia, New York, Buffalo, Detroit, Milwaukee, and many other cities send small collections of books to schools and societies within their own borders. In this table none of these have been counted as travelling libraries except those of Philadelphia.

State	Distributing station	Source of funds	Managing officer	To whom sent	When founded	No. of libs. May 1, 1897	No. of libs. May 1, 1898	No. of books May 1, 1897	No. of books May 1, 1898	Remarks
				Totals		929	1,657	47,171	73,558	
Colorado	Denver	Woman's Club	Mrs. F. H. Moore	Women's Clubs	1896	...	....	.....	.....	Sent from Denver.
Connecticut	Norwalk	State Federation	Dotha S. Pinneo	Women's Clubs	1898	...	....	.....	.....	Just starting.
Georgia		Woman's Clubs			1898	...	....	.....	.....	Clubs are establishing one or more libraries.
Illinois	Chicago	Univ. of Chicago	Mrs. Z. A. Dixson	Teachers' clubs, etc	1896	100	120	3,492	3,692	Mainly history, literature, sociology. Sent for study.
———	Elgin	Woman's Club	Miss F. M. Le Baron	Country schools	1898	...	6	.....	100	Magazines sent with libraries.
Iowa	Des Moines	State	Johnson Brigham	Clubs of taxpayers	1895	50	53	2,500	2,650	Sent to communities and clubs of taxpayers.
Kansas		Women's Clubs			1898	...	....	.....	.....	Just starting; 3000 vs. pledged.
Kentucky	Louisville	State Federation	Mrs. C. P. Barnes	Schools and churches	1896	6	12	300	600	Sent to mountain districts.
Louisiana	New Orleans	Howard Library	W. Beer	Small communities	1897	9	9	450	450	.....
Maryland	Baltimore	"Friends"	Jos. J. Janney	Farmers, generally	....	3	6	150	300	Miscellaneous and religious.
———	Baltimore	Gifts	Dr. B. C. Steiner		1898	...	....	.....	.....	Just starting. For general readers.
Massach's'ts.	Boston	Woman's Ed. As'n.	Alice G. Chandler	Small libraries	1896	20	26	519	699	To help weak libraries.
Michigan	Lansing	State	Mrs. M. C. Spencer	Granges, farmers' clubs, etc.; ass'ns of taxpayers	1895	50	125	2,500	6,250	Miscellaneous and special libraries.
Minnesota	Minneapolis	Woman's Council	Gratia A. Countryman	Local associations	1898	...	8	.....	600	Miscellaneous—one-third juveniles.
———	Duluth	Women's Clubs	Mrs. J. L. Washburn	Mining towns, farmers	1898	...	3	.....	100	Miscellaneous.
———	Mankato	Women's Clubs	Mrs. Geo. T. Barr	Farmers	1898	...	15	.....	450	Miscellaneous.

———	Rochester	Women's Clubs	Mrs. J. F. Taintor	Farmers	1898	...	6	.....	150	Miscellaneous.
Missouri	Kansas City	Women's Clubs	Dr. Martha C. Dibble	Branch libraries	1898	...	12	.....	600	Soon to be sent to farming districts.
Nebraska	Lincoln	State Federation	Mrs. G. M. Lamberton	Women's Clubs	1896	...	....	140	220	History, literature, child study.
———	Humphrey	W. M. Condon	W. M. Condon	Small communities	1898	...	....	.....	500	Just starting.
New Jersey	Princeton	State Federation	Mrs. John Gifford	Women's Clubs	1897	...	1	.....	50	Books on forestry only.
New York	Albany	State	Melvil Dewey	Libraries, clubs, etc.	1892	514	687	31,115	39,962	Miscellaneous and subject libraries, pictures, lantern slides.
———	N. Y. City	"Friends"	Edw. B. Rawson	First-day schools	1895	9	12	450	600	Miscellaneous—one-half juveniles.
Ohio	Columbus	State	C. B. Galbreath	Granges, clubs, schools	1896	20	264	700	5,300	Miscellaneous.
Pennsylv'nia	Philadelphia	City	John Thomson	Circulated in city	1896	79	152	2,400	3,900	Sent to fire, police, and telegraph stations, and clubs.
Tennessee		State Federation			1897	...	....	.....	.....	.....
Utah	Salt L. City	State Federation	Emma McCormick	Women's Clubs	1898	...	....	.....	.....	Libraries to be free to all.
Virginia	Hampt'n Inst	Gifts	L. E. Herron	Schools	1896	7	175	11	275	Carried by teachers to schools.
Wisconsin	Madison	Gifts	Free Library Com	Villages, farmers	1896	...	32	.....	1,600	Books, bound children's periodicals, pictures.
———	Menomonie	J. H. Stout	Stella Lucas	Farmers, hamlets	1896	37	37	1,460	1,480	Books, periodicals, pictures.
———	Gd. Rapids	J. D. Witter	Mrs. W. B. Raymond	Hamlets, farmers	1896	27	32	845	1,280	Books and periodicals.
———	Ashland	Contributors	Janet M. Green	Hamlets	1896	12	25	500	1,000	Books, magazines, pictures.
———	Beloit	Woman's Club	Mrs. E. F. Hansen	Farmers	1898	...	2	.....	70	Books, periodicals, pictures.
———	Berlin	Women's Clubs	Mrs. C. S. Morris	Farmers	1898	...	5	.....	200	Books, periodicals, pictures.
———	Chip'wa F'lls	Gifts	Miss M. A. Early	Farmers	1898	2	4	100	200	Books and periodicals. Sent from city library.
———	Green Bay	Woman's Club	Mrs. K. S. Teetshorn	Farmers	1897	...	7	.....	375	Books, periodicals, pictures.
———	Marinette	Local Ass'n	Mrs. I. Stephenson	Farmers	1898	...	9	.....	450	Books and periodicals.
———	Stevens Poi't	Woman's Club		Farmers	1898	...	4	.....	120	Books, periodicals, pictures.
———	Wausau	Local Ass'n	J. F. Lamont	....	Farmers	1898	...	2	.....	60	Co. supt., agent.

LIBRARY EXTENSION

Extension work employs not only methods to increase the number of books circulated, but also to make the influence of the library permeate every part of its town. How to get the library to the people, how to get books to the people, and the real aim and purpose of the library are discussed at length in the following paper.

Dr. Edward A. Birge, then a trustee of the Madison, Wisconsin, Free Library, and later president of the State University, prepared this paper which was read at the Wisconsin Library Association meeting at Beloit, February 23, 1905.

A biographical sketch of Edward Asahel Birge appears in Volume 3 of this series.

Nearly 2000 years ago Cicero, who among the men of the ancient world perhaps best fulfills our modern idea of a gentleman and scholar, expressed his love for books in words frequently quoted, but which can not be too often repeated: Books, he said, are the food of youth, the delight of old age; the ornament of prosperity, the refuge and comfort of adversity; a delight at home and no hindrance abroad; companions by night, in travel, in the country.

It is the lover of books and not the exploiter of books who speaks in these words. The relation of the librarian to books is wholly different from that of the scholar. It is the task of the modern librarian, and especially of the librarian who is charged with the administration of a public library, to make books a part of the working world, not of the world of leisure. It is his problem to induce the workingman to read, and to read books. It is his mission to direct the workers of the world to books, the workingman and the working woman, whose daily life is given to labor in factories, in stores, in offices, or in the home; to show them that they may find in

books that solace from care, that help in affairs, that inspiration in life which books, and books alone, can give to the reader. It rests with him to cultivate among all classes of people, and not among the selected few, that love of books, at once the result and the cause of the habit of reading, through which the larger and broader life of man is disclosed to the reader. Such is the problem of our day and of your profession—a new problem, and one which our day will solve only in part. Its solution will be reached along various lines by experiment, by repeated failure, by constant and unwearied application of the old-fashioned rule of "cut and try."

It is my duty this evening to speak of some of the means which libraries have adopted in recent times to aid in the solution of this problem of bringing together books, readable books, and the masses of the people.

I

How to get the people to the books

First of distributing agencies I must place branches, substations, delivery stations, school libraries and similar agencies for collecting, distributing and placing library books. These have greatly increased in number in recent years in the larger libraries, as a perusal of their reports will readily show. In 1903 there were in the city of Cleveland 52 branches of the public library, and at all but 17 of these permanent collections of books were kept. Springfield, Mass., in 1904 reports that there are 179 places in that city where books from the library can be obtained; 146 of these, however, are classrooms in the various schoolhouses. There are six deposit stations and branches of various kinds in churches, factories, fire engine houses, etc. Boston in 1904 reports 185 stations and sub-stations; St Louis 60 stations outside of the school-houses. In Pittsburg books may be drawn from the following places outside of the central library: 5 branch libraries, 16 deposit stations, 50 schools, 28 home libraries, and 11 playgrounds. From these branches are issued about three-fifths of the total circulation of books. It is worthy of note that where the statistics of the circulation of the classes of books are given for separate branches, the proportion of fiction to the other classes

is about the same from the smaller collections at the stations as is found to be the case in the main library. In Brooklyn there are 21 branches, besides a department of traveling libraries of which 179 were sent out, with a circulation of 53,000v. in 1903. Associated with the library of Cincinnati there are 6 branches in the adjacent country with 42 stations, circulating 155,000v. Special libraries are furnished for firemen and for a number of other special classes of readers. A technological library is maintained for the benefit of men employed in factories, and special pains are taken to secure and to circulate books of interest to this class of readers. Pittsburg also makes a specialty of technical libraries, and 71 per cent. of its cardholders are employees.

I have been especially interested in the report regarding school libraries in Buffalo, N. Y. The report of that library for 1904 shows that this city now maintains nearly 700 grade libraries, containing more than 30,000v., with a circulation of more than 335,000v., nearly one-third of the total circulation of the library. Each book, therefore, was taken home on an average of 11 times, which the librarian justly characterizes as a remarkable showing, especially considering that the school year is less than 10 months long. In one of the schools the class libraries, aggregating 530 books, showed a circulation of nearly 12,000 during the school year, and the librarian is convinced that these books were all taken out to be read, and that there is positive evidence that they were read, as well as taken home.

Buffalo also maintains a system of traveling libraries, of which 149 were in circulation in 1904. The fire engine houses, truants' and other special schools, Sunday schools, literary societies, church associations, hospitals, all share in the privileges of these libraries. More than 5,000 books were contained in them.

It is difficult to state just how much work of this kind is being done in Wisconsin, and how Wisconsin compares with other states in this respect. The Milwaukee library has always been a pioneer in this kind of library extension, and for many years has maintained a thoroughly organized and efficient system of school duplicate libraries. For 1903 the library reports 27,657 books issued 143,037 times by 392 teachers in 45 graded

public schools, State normal school, 3 high schools, 1 school for the deaf, 5 parochial schools, 12 Sunday schools, and 1 vacation school. Books were also sent to charitable institutions, settlements, factories, and to one branch library. Most of the information outside of Wisconsin which the Free library commission has furnished me has come from cities of the grade of Milwaukee and the reports from Milwaukee compare favorably with those from cities of similar size. Apart from Milwaukee, the libraries in Wisconsin are all small; the largest not much exceeding 20,000v. Ten libraries at present contain between 10,000v. and 20,000v. Six of these—Superior, Madison, Kenosha, La Crosse, Racine, and Oshkosh—maintain substations or effective school libraries, or both. The libraries in Wisconsin which contain between 5,000v. and 10,000v. number 18, and of these only four—Baraboo, Grand Rapids, Marinette, and Merrill—are definitely working with schoolroom libraries for the lower grades although, doubtless, many others are aiding the schools through teachers' cards, or special privileges. The Rhinelander library, having but 2500v., maintains a branch and one school library.

It is certain that the libraries in Wisconsin of moderate size have still before them a great and very profitable task in the extension of the use of their libraries in the schools. The question of establishing delivery stations is one on which very little general advice can be given, since the necessity of a delivery station depends much on local conditions and the habit of the people of the city. But there can be no question that in all cities large enough to maintain a library of 5,000v., very useful work can be done by means of teachers' cards, and still more by a regularly organized library of duplicates for use in schools. These libraries should consist not of the books which the school requires for "collateral reading"—these the school board should supply—but of books which lie quite outside of the regular line of school duties—books selected not merely to give information to the pupils in regard to their studies, but to stimulate and to cultivate in them the love of reading. Such libraries can be introduced at little cost in comparison to their service, and are one of the most effective ways of giving books to the people, and of developing the habit of reading.

Many of the larger cities report special collections of books for various classes in the community put in places where members of these classes can most easily reach them. Springfield, Mass., and several other cities have collections of books for firemen. The street railway barns, Young men's Christian association rooms, church parlors, I have noted in various cities as receiving special collections of books. Parks in Brooklyn and playgrounds in Pittsburg receive collections. In Pittsburg and in Cincinnati much has been done in bringing together collections of books for men employed in factories. These are found both at the central library and in smaller collections which are deposited at the factories. The books are carefully selected, both such as may give general information on mechanical subjects, and special information regarding the trade or occupation of the factory where the local collection may be placed. The proprietors of the factory often aid in the establishment of such local libraries. I am not aware that any collections of just this sort are in use in Wisconsin, yet there are few cities of any considerable size where it might not be profitable to establish them. Certainly the manufacturing cities, such as Beloit and the other busy manufacturing towns found in the Fox river valley and elsewhere in Wisconsin, offer an unusually good opportunity for such subordinate libraries.

Home libraries—One of the most interesting experiments in library extension is that of furnishing libraries for homes, which is being tried in two forms. In several cities, especially Pittsburg and Cincinnati, home libraries have been sent to families in the poorer parts of the city, where books are least used. These libraries consist of some 20 books carefully chosen, are placed in homes where children are to be found, and are to be used by a circle of 10 to 15 children. It would obviously be worse than useless to send these books into such homes without guidance for the readers, and the library sends out visitors who meet regularly these circles of children and show them how to use the books with profit and interest. The city of Cincinnati had, in 1903, 15 such libraries in use with an annual circulation of 3400v. Nine or more visitors aided the library in this branch of its work. In Pittsburg in 1904 there were 28 such libraries with an annual circulation of some 9500v, and the work was made efficient by the aid of about

75 visitors. It is obvious that work of this sort must be regarded rather as missionary work than as library extension in the proper sense of the word, and while something of this kind may well be done by any library, only a very small portion of the city which the library serves is likely to be furnished with books in this manner. If in Pittsburg, where the work is best organized, it requires about three visitors to look after the interests of each library, and if each library is to serve a circle of 10 to 15 children it is plain that only a very small portion of the children of the city can be thus reached with the funds which a library is ordinarily able to command.

In 1903 the New York state library announced that it would send out home libraries for country readers—a scheme entirely different from that just referred to under a similar name and an enterprise which properly comes under the head of library extension. These libraries consist of 10 books and are sent to any citizen of New York who resides in the country at a cost of $1 per library, to defray the expenses of transportation. The library may be kept for three months and then exchanged on the same terms for another similar library. The central authorities attempt to furnish in these libraries, so far as possible, the books for which the recipient asks.

This naturally leads me to mention the matter of traveling libraries in general. I need say nothing on the general subject here at the Wisconsin state library association, whose members have been pioneers in developing the state and county system of traveling libraries. I will only note that in several of the larger cities, notably in Cleveland and in Brooklyn, traveling libraries are a regular part of the city library system. There is no question but that this method of library extension forms a good field for experiment on the part of libraries in cities of perhaps 20,000 or more inhabitants.

Home delivery—A matter which has been more talked about than efficiently tried, is that of the delivery of books, either free or paid, at the homes of patrons. Many people seem to have thought that this would be an effective means of increasing circulation, but the practical difficulties developed in trying the experiment seem to have been found in general too great to be overcome. In 1879 the Library Delivery Company of Boston offered to deliver books from

Boston athenæum for 5 cents a trip; the book being returned free at the proper time. How long this company remained in operation, or how much success it reached we are not informed. In 1901 the library at Springfield, Mass., attempted a delivery of books once a week at the rate of 5 cents per week for each house supplied. It was found that the library lost money by this method, and various changes were made, as indicated in the successive reports of the library. In the report for 1903 it was stated that each person paid by private arrangement the cost of the delivery of the books, and that the library had no further financial concern in the enterprise. The librarian's report for 1904 makes no mention of this method of delivery. The small number of families who availed themselves of this means of securing books would seem to indicate that no large success can be expected from it and no great increase in the circulation of the library can come from it. Experiments have been tried by having schoolboys deliver books on their way to and from school, and this plan would seem to promise good results, except for the fact that much executive ability is demanded from the library if service of this class is to be efficiently organized and employed.

Rent collections—I find in the papers sent to me several very interesting discussions regarding rent collections, the authors of which express just the same preliminary doubt and subsequent belief regarding the plan as were present in the mind of the Madison Free library board when they established a rent collection some two years ago. In our case, as in that of other libraries, experience has shown us that the rent collection is an important aid not merely to the general circulation, but to the popularizing of the library. In Madison our rent collection numbered at the close of last year 207 books, and each book was drawn during the year on an average of at least 25 times since the circulation was 5200v. As fast as books are paid for by the rents received they are transferred to the main library; 62 books, nearly one-fourth of all thus far purchased, were transferred during the year. It is the intention of such collections that each volume shall pay for itself and the profit, in the form of additions, shall then go to the main library. Of course, the rent collection contains only duplicates of books already in the main library and which are purchased

in the normal number of copies. Kenosha and Portage, as well as Madison, report successful rent collections, and doubtless other libraries possess them.

Miscellaneous—Buffalo reports the success of an experiment in circulating interesting books which are not fiction by placing 50v. in a special case to which attention was drawn by a conspicuous sign. The circulation of these 50 books averaged 190v. per week, new volumes being added as those already in the case were drawn. It seems to me that the most valuable hint in this experiment lies in the original selection of a small number of books and in keeping this number full as books were withdrawn.

The use of the telephone by patrons in calling for books is still under discussion. Neenah, in its last report, mentions the entire success of the free use of the telephone by its patrons. Wider experience is necessary, however, before we shall know whether the privilege is, on the whole, for the greatest good of the greatest number.

The subject of rural subscribers almost necessarily involves that of rural free delivery and opens a very large topic and one which is hardly yet ready for discussion. A majority of the Wisconsin libraries issue books to country people without charge. Many of our smaller libraries have been especially active in furnishing books to rural subscribers. Arcadia, Menomonie, Oconomowoc, Plymouth, and Portage each report over 150 country borrowers. Unquestionably, a large increase in country borrowers will come should Congress pass the bill providing a rate on library books of 1 cent a pound.

II

How to get the people to the books

I have thus sketched rapidly some of the methods of what may be called library extension; those methods by which the library endeavors to push the circulation of its books among its patrons by multiplying places where books may be drawn, by placing larger or smaller permanent collections of books in places where they will be well used. I turn now to the second part of my subject: how to get the people to the books. Great as is the importance of the methods already described, it seems

to me that the second branch of my subject, though by far less tangible than the first part, is of even greater importance in the usefulness of the library. To increase the circulation of books is well, but it is a far better thing to bring people to the library; for after all, the influence of a library is something other and higher than the influence of a book, and the library habit, if intelligently directed, is of even more value to its possessor than the habit of reading. Certainly it is better worth while, so far as influence on the community goes, to develop one person who frequents the library and uses it wisely than to increase by many scores the circulation of books among the people who do not visit the library. For it is quite possible that the books which are circulated are either not to read at all, or read very carelessly; while it is certain that one who forms the habit of visiting the library and turning over the books there assembled can not fail to happen upon much of the greatest interest and value in his visits. The Christian church in all ages has been very wise in providing distinctive places for worship and in cultivating among its members the churchgoing habit. This policy has been amply justified by the effect upon character which is produced by the habitual attendance upon religious services, although perhaps no one service produces any noteworthy effect. So it is with visiting the library; one who comes to feel that the library is a friendly place, who is at home in a collection of books, has gained one of the best things which books can give to men, and has received the best preparation for the full appreciation of the treasures which the books contain.

If this library habit, as distinguished from the habit of reading, is to be cultivated among the people, it is, of course, necessary that the library be provided with a distinctive building. Here is the great value of a library building, not in its convenience as an administrative office; and the numerous buildings recently erected and in process of construction in this state will form not merely or mainly a home for the books, but the centers in which the library spirit will be developed and from which the library influence will extend as certainly as the religious influence emanates from the churches.

If the library building is to have as much influence as possible the building itself must in some sense express the library

spirit. In preparing the program for the consideration of the architects who planned the new Carnegie building for the Madison free library, the directors of the library stated it as their wish that the design of the building should, if possible, express the character of the building as a "municipal home." This happy phrase was incorporated in the program by our friend and leader in all library advancement, Mr. Hutchins. We trust that the building will to some degree express this spirit, but whether the architects have succeeded in embodying this feeling, or not, it is certain that the temper which makes of the library a municipal home must find full expression in the spirit of its administration. The people who visit the library must feel as they enter its door the friendly welcome of the books and must feel that the administration of the institution, as represented in the library staff, exists for the purpose of introducing these book friends to all the world. Library rules there must be, necessarily, but they must be as few and as unobtrusive as possible. The library must necessarily seek the greatest good of the greatest number, but the rules should not include the librarian in that "greatest number." Regulations exist for the advantage of the public, not for the convenience of the administration.

A question which I find actively discussed is whether there should be any restriction at all upon the number of books which may be drawn for study—whether it is not better to give the student all the books which he wants to use and allow him to keep them as long as he pleases, provided they may be promptly recalled to the library for other borrowers. With this view of the use of books I have much sympathy, and if the method indicated is practicable we should all be glad to see it employed. I think that each of us would rejoice to see some other library try the experiment. But my own observation of the habits of those men and women who are devoted to study makes me somewhat slow to advocate this unrestricted freedom. I fear that there are many people whose desires which lead them to accumulate books to read are much stronger than the conscience which drives them to return the books promptly. Yet unquestionably the ideal method is that of a library where one can obtain all of the books which he desires and keep them as long as he will. The librarian of the Forbes library in Northampton, Mass., in advocating this method

notes one important objection to it, namely, that a second person who comes seeking books on a given subject is likely to find the shelves somewhat bare, and if, as is quite probable, he is in some haste to make his references, he is likely to content himself with the inferior books at hand rather than to wait until, after a day or two, the postal card, or messenger, can bring back the more valuable books which the student has been keeping perhaps for several months.

At this point in the development of library practice, I do not think it necessary to say anything regarding the open shelf. No library can have a friendly aspect if the public can see the books only behind bars, like criminals in the jail.

There are many means of attracting the public to the library building and making it a center for the better things of the community. Most of these require no mention in this audience. To my thinking, the children's room, with the various meetings which can be associated with it, is of all these agencies the most important, since it develops the habit of visiting the library at the age when the formation of habit is most of all important. Children's meetings and children's clubs are valuable if conducted anywhere, but if held at the library itself they are doubly valuable. It must be remembered that the librarian's work with the schools, useful as it is in itself, does not redound to the advantage of the library as much as it ought to do. The books are placed in the school buildings, they are delivered by the teachers; and to the child this provision of books is almost certain to assume the aspect of a portion of that which the school gives him, rather than that of a benefit brought to him from an institution outside of the schools. Much the same thing is to be said of special libraries, wherever they may be placed. As detached bits of the library, dissociated from the central body and closely connected with other institutions, they lose a considerable share of their proper influence as parts of the library system. No such deduction as this is to be made from the influence which the library itself exerts through its children's room, and the influence of the library is almost as easily traced in those meetings and organizations which are maintained outside of the building by the efforts of the library staff.

Next to meetings which attract the public to the library

building, unquestionably the best means of bringing them there is advertising; and of all forms of advertising the article in the daily paper is unquestionably the best. I believe that the library should recognize the value of the experience of the merchant that an advertisement in the paper is worth far more than is the dodger. Some libraries, I note, issue small bulletins which are to be distributed in great numbers through the schools and other places where people congregate. All of this does good, but without doubt the waste is very great and I can hardly believe that this kind of advertising really pays for the trouble and expense which it costs. The well-considered, readable, and timely article in the daily paper is sure to visit most of the homes in any city and it is far more likely to get a careful reading than is the leaflet thrown into the house along with advertisements of patent medicines and electric soap. Special bulletins, however, have their proper place; rather, I think, by distribution to the readers who come to the library than by a wide circulation outside. There was given to me a very admirable bulletin from the Marinette public library, telling its patrons how to use the library, indicating by diagram the positions of various classes of books on the shelves, and giving full and clear directions for the use of the catalog. I have no doubt that many similar bulletins have been issued by other libraries in the state. Unquestionably, also, special bulletins may profitably be printed, calling timely attention to various classes of books, etc. The local conditions and the temper of the public addressed must control the choice of these various forms of advertising.

In St Joseph, Mo., I note that library registry cards were placed in receptacles at hotels and other public places in the city, the boxes bearing inscriptions inviting the passer to take one. I should like to know the further history of this experiment; whether it brought many permanent readers to the library. My own guess would be that advertising of this sort was comparatively profitless and that other means of attracting the public to the library would be likely to be more efficient.

Superior has tried, and it would seem successfully, the more modest plan of posting signs in hotels, street cars, etc.

I am sure that for us in the middle west, collections of foreign books must be included among those things which make

the library a friendly place to its patrons. So many of our citizens have come from foreign countries that a library which consists entirely of English books has very little to say to them. They are cut off also from most of those ordinary and ephemeral kinds of literature which would come to them if they were at home. It is all the more our duty to provide for them a selection of books such as they will enjoy reading. For us here in Wisconsin, under the system of traveling libraries in foreign languages which the Free library commission is developing, there is little excuse for a library which fails to provide a reasonable selection of foreign books for the benefit of the foreign-born citizens among the taxpayers who support it.

The fundamental purpose of the library is to disseminate not only knowledge but pleasure of the right sort; not to a few but to everyone who can be reached by the library.

III

Real aim and purpose of the library

I can not close this rambling sketch of methods of library extension without recurring to the thought with which I began and adding a few words regarding what seems to me to be the true spirit and temper of the public library. This spirit we are not only tempted to lose in our routine work, but in these strenuous days, when we are employing the methods of business to push the circulation of our books and perhaps to some extent employing the terms of business in describing our methods and results, we are doubly apt to lose sight of the real aim and purpose of the library. I think that a similar unfortunate result may possibly be caused by some of the best things which we undertake. We are associating our work closely with the public schools and with this work I have a peculiarly hearty sympathy; yet I should feel it a great injury to the library's influence if it should come to be felt that the library is a part of the public school system. So, too, we speak of library extension, of library missionary work; these phrases exactly describe certain aspects of our work, yet it must be remembered that ours is not in the least the spirit of university extension, nor is it the spirit of the reformer.

We can not remind ourselves too frequently that the fun-

damental purpose of good books and so of the library which possesses them, is to give pleasure, and that the library ought to be more closely and peculiarly associated with pleasure than any other institution supported by the public. We Americans may not take our pleasures sadly, but I think we are somewhat too apt to justify them in terms of political economy. Even our parks and pleasure grounds seem in the thought of some to need a sanitary justification for their existence, as though the pleasure which they give to the public were not in itself more than a sufficient reason. So it is with the library. We are apt to dwell on the educational features of library work and to push those into the foreground, emphasizing the technical and practical advantages which flow from them. This is wholly right and on another occasion, or before another audience, I should be the first to urge them; but tonight, speaking to librarians, to you who have heard reform and education preached times without number, I must close with a word on your highest privilege—I will not call it duty—speaking as to those who are especially intrusted with the administration for the world of its greatest wealth, the treasures of books. After we have said all that may be said about library extension, distribution of funds, percentages of circulation, educational facilities, there still remains the final word that the first and highest business of the public library is to cultivate a love for literature and to circulate literature among its patrons, and that the first and most distinctive quality of literature is that it gives pleasure. True, it teaches us the secrets of life; it guides us in perplexity; it consoles us in trouble; it inspires us in the face of the problems and the difficulties of life. But the literature which thus influences us does so because it appeals to us, because it gives us pleasure.

This is the aspect of library work which I would always keep in my heart, though I certainly would not be always talking about it. I would develop the educational work of the library, through the schools, through technical libraries, through the reference room, but I would have the administration of the library always feel that these activities are subordinate rather than central, that the main work of the library is to bring literature to its readers, so that the inspiring influences of letters may become a part of their lives. No library can succeed in

this highest function whose temper and aspect is that of labor of reform, or even that of education.

Holding this belief, I am not going to join with those who attempt to justify the fondness of the public for fiction, for it seems to me a desire which needs no justification. I am, indeed, glad when a man of prominence and influence, like John Morley, speaks out plainly and clearly for the reading of fiction, since so many people are inclined to condemn it. I am in hearty sympathy with the efforts of librarians to direct the thoughts of their readers toward other and higher forms of letters than current novels, yet, after all is said, there is to my mind no need of justifying the affection with which the public regards fiction. Life for most of us is sufficiently dull and colorless. The workday aspect of the world is always with us and oppresses us. For the average man and women, whose education has necessarily been limited, whose imagination has lacked all wider opportunity for cultivation, the easiest escape from the cares of daily life, from the depressing monotony of daily routine, will be through the avenue which is opened by the story, the people's road out of a care-filled life, ever since the days of the Arabian Nights. Such readers as these desire fiction and ought to have it. If their imagination can be cultivated to the point of reaching similar freedom from care through poetry, through the drama, or through any of the higher forms of literature, so much the better. It should be the function of the library to show them that literature affords other means of relief from routine than that which fiction offers. Yet to fiction in some of its forms we all return when wearied or worried by the cares of daily life; and we should recognize that for the majority of busy men and women it is not only the natural refuge, but perhaps the best refuge from these cares. The librarian should always remember that his message is to men and women cramped by toils and narrowed by routine, ever seeking, often blindly and ignorantly, but yet ever seeking some way out of this troublesome world, which we so wrongly call the world of fact, into that larger realm which is the more truly ours because it is our creation and that of our fellows. This wider world, in its friendliness and homelikeness, the library must represent. All of the traveled roads of daily life must lead to it, but none of their ruts must enter it.

When our Lord attempted to teach his disciples the use of wealth he could find no better advice to give them than that they should by means of it make to themselves friends. In our use, as librarians, of that portion of the community's wealth which comes into our hands we shall do well to take heed to this advice. We should so use the money intrusted to us as to introduce our readers to the friendship of authors and their books. The great men of letters—Shakespeare and Milton, Tennyson and Browning, Addison and Arnold, are waiting to become their friends, and it is our business to bring them together. Yet we should by no means construe it as our exclusive work or even as our peculiar duty to introduce our readers to the friendship of these greatest men. There are countless other names in letters—names whose fame is less, and indeed may be but small, which are friendly names and whose friendship may be all the dearer because they are not too far removed from the reader by the greatness of their genius. This broad and catholic friendship of books the librarian must himself possess and he must inspire it in readers. He must make them find the library a place where they may learn to know these closest and dearest friends, may meet them and enjoy their companionship. There they are at home, and there, thank God, we too may be at home. Old and young, rich and poor, wise and simple, men and women and children, there we may meet new friends on kindly and familiar terms and widen our thoughts as we learn of their wisdom and their wit. Still better, there we may renew our acquaintance with old friends and feel the contracted horizon of our lives again enlarge as we meet them once more. New friends and old, they all greet us with an assured welcome and yield us the best which they can give, or we receive. They greet us not as teachers but as friends, and we come to them not to learn lessons but to be with them for a little while and to live with them that larger and truer life which their presence creates for us. These friendships of books it is the privilege of the librarian to knit. These books, these embodied souls of men, he must make a living part of the community which he serves. Thus only can the library perform its high and noble duty of helping men to live, "not by bread alone, but by every word of God," who, through good books, has been speaking to the generations of men not only for their instruction but even more for their delight.

THE PUBLIC LIBRARY AND ALLIED AGENCIES

The extension of library service through allied agencies is usefully presented in a symposium contributed to the Library Journal of 1905 in response to a questionnaire. It consists of reports from large libraries describing various forms of extension. It is surprising to learn how many different methods there are for what might be called the "radiation of library influence."

The Enoch Pratt Free Library, the public libraries of Brooklyn, Buffalo, Cincinnati, Cleveland, Detroit, Grand Rapids, New York and Newark, the Philadelphia Free Library, the Carnegie Library of Pittsburgh, and the public libraries of Providence and St. Louis, are the contributors.

The Public Library and Allied Agencies

In the series of brief statements here presented it is intended to show how and to what extent public libraries are availing themselves and being aided in their work by allied agencies, i.e., educational associations, local clubs, philanthropic bodies, and similar organizations. They have been submitted to the following questions:

To what extent has the library endeavored to associate allied agencies in its work?

What allied agencies have co-operated with the library, and in what way, as, for instance, home teaching societies for the blind, university extension bodies, women's clubs, boards of education, art galleries, museums?

What are the best practical methods of bringing about the co-operation of such agencies with the library?

What are the opportunities and possibilities for aiding library development through allied agencies?

It was not intended to include in these statements the work done by public libraries in or for the public schools, but this

was not fully understood, and in some of the reports this branch of activity is mentioned.

Taken as a whole, it is evident that the 14 libraries reporting —which are fairly representative of the larger city libraries of the country—are allied more or less closely with many diverse agencies for educational, civic, and philanthropic work. It is also evident that in general this alliance has not been a matter of systematic development, but like Topsy has "just growed," and that it has not yet reached a full measure of effectiveness. There is opportunity for public libraries to extend and broaden their work by closer relations with other agencies, and it is hoped that this survey of what has been done in different cities in this direction may be at least a useful indication of the possibilities in that direction.

ENOCH PRATT FREE LIBRARY OF BALTIMORE

In the beginning, the city of Baltimore was enabled to establish a public library by a gift amounting to approximately $1,100,000 made by Mr. Enoch Pratt in 1882. During the first few years of the library's history it received little assistance from any organization worthy of note, but during the last few years the coöperation of the people with the library has been quite noteworthy.

In 1899, the Woodberry Free Library gave its books to this library, and Mr. Robert Poole, of Woodberry, erected a branch library in Woodberry and Hampden at an expense of about $25,000. In 1901, the Social Settlement Association on Locust Point offered us a room with heat, light and janitor's service in their house for the purpose of carrying on a station there. This arrangement has continued until the present time. In 1902, a station was opened in Oldtown, which opening was possible through the financial aid received from the Arundel Good Government Club and the Oldtown Merchants' and Manufacturers' Association. This station has especially benefitted the young people of the vicinity. In 1903, the United Electric Railway Co. of this city gave us the use of a room with light, heat, and janitor's service in its transfer station at Walbrook, that we may carry on a station there. Such a station had been previously carried on for two or three years in a room in a neighboring public school house through

the courtesy of the board of commissioners. In 1904, the Daughters of Israel and the Maccabeeans gave the library a room in the building of the latter, with light, heat, and janitor's service, and provided a substantial cash contribution in order that a station of the library might be opened on East Baltimore Street. The library of the Maccabeeans was also given to this library at that time. In 1895, an arrangement was made for the opening of a station on Columbia Avenue, where a room with light, heat, and janitor's service and a substantial cash contribution have been provided by the St. Paul Guild House Association and the people of the neighborhood. These are some of the things in which we have been aided by organizations in the city.

The library has endeavored, on the other hand, to aid everybody in the city. In 1894, we placed a number of books for the blind in the library, at the request of the Maryland School for the Blind. This collection of books has been added to from time to time and, in 1905, an arrangement was made with the Maryland State Library Commission for a payment to the library of a small sum, by the commission, in return for which the books from this collection for the blind may be sent to persons in any part of the state. In our purchase of books, we have endeavored to supply the needs of all classes of the population, and possess collections of books in every language of which there are any considerable number of readers in the city of Baltimore. In 1900, we began sending books to various institutions around the city. This work has grown, until there have been registered, from the beginning, nearly 200 institutions, of which number about two-thirds are drawing books at the present moment. These institutions are classified as follows: public schools, private schools, parochial schools, play grounds, Sunday schools, fire engine companies, police stations, women's clubs, nurses' training schools, orphanages, U. S. Artillery Posts, church clubs, newspapers, Girls' Friendly Society, colleges, and universities.

Our opportunities and possibilities for aiding library development through allied agencies are unlimited except by financial considerations and the fact that everything cannot be done at once. The best practical methods of bringing about the cooperation of such agencies are to be determined in each indi-

vidual case, after the consideration of their particular circumstances. In general, I can only say that the library staff should get acquainted with everybody and should show people that they can give them something worth having.

BERNARD C. STEINER.

BROOKLYN PUBLIC LIBRARY

The Brooklyn Public Library reports as follows, through Miss Clara W. Hunt:

Our work in general has been along the following lines: We have a Travelling Libraries Department containing nearly 10,000 volumes from which we have loaned sets of books during the past winter to church reading circles and Sunday schools, settlements, naval branch of the Y. M. C. A., public schools, private schools, evening recreation centers and vacation playgrounds, hospitals and nurses' training schools, social, educational, political and civic clubs, police stations, and manufacturing companies. We have a collection of books for the blind, the nucleus for which was a library of about 400 volumes made over to us by the Church of the Messiah of Brooklyn. This collection is being steadily enlarged by us and we are arranging for readings to be given to the blind. We have co-operated with the Free Lectures Department of the board of education by collecting in the branches nearest the lecture centers such books as were recommended by the lecturers and by posting notices of such collections both in the lecture rooms and at our branches. We have given talks in the public schools, and our new buildings have been visited by classes with their teachers, the object of such visits being either to acquaint the children generally with the work of the whole building or to learn how to work up a subject in the reference room. We have in each branch, in addition to the general reference collection, a special "teachers' reference collection," made up of books not generally classed as reference books, but such as are in constant demand by the teachers.

This is a very slight suggestion of our lines of co-operation. It will be seen that our work is very much along the usual lines followed by other progressive libraries. This library is so young and is growing so rapidly that we have had to put

much time into actual pioneer work—preparation of the buildings for our books, stocking the branches with well-rounded collections, supplying and training assistants—with the result that our affiliation with outside agencies has come about rather because of expressed need from such agencies themselves than from systematic pushing on our part. In a city like Brooklyn, where opportunities for free education are brought to one's door almost, the library has the comparatively simple task of merely being ready to meet the demands that come to it daily.

The only "practical suggestion" to be offered out of our experience is that it should be the aim of every librarian, branch librarian and assistant also to become personally acquainted with the work and workers of these agencies in one's city. One can get more valuable hints as to possibilities of co-operation during one unhurried, friendly visit of inspection—not to cry our wares but to learn from others about *their* work—than in any other way, the greater the number of friends we make individually with the influential people in the various departments of the city's work, the more avenues of usefulness shall we find opening before us.

BUFFALO PUBLIC LIBRARY

The work done by the Buffalo Public Library with the schools has been fully described in library circles, at least. Our last year's circulation through the grammar schools, in our system of class room libraries, amounted to 335,415 volumes, with a stock of only 30,500 books used for the purpose. We have a branch in the Lafayette High School, open to the public, but specially for the use of the pupils of the high school, where we keep 6000 volumes, and circulated last year 5925. At the Masten Park High School we maintain a regular delivery station, with an attendant in charge for an hour in the morning and an hour in the afternoon, receiving and delivery books. This agency circulated 13,243 volumes last year. We find this rather an expensive way of furnishing the pupils with books, but a most effective one.

The closest friendship and co-operation exists between the library and the Society of Natural Sciences, which has rooms in our building.

The women's study clubs of the city receive travelling libraries from this institution, and each topic committee consults with the librarian before making up its program and reference lists.

One very efficient agency of the library is the alliance with the settlement houses of the city. In two of these we maintain small branches, with about 800 books each. They are open one afternoon and one evening each week with one or two assistants in charge. In this way 10,500 books were circulated last year. This gives no indication of the great usefulness of this co-operative work. The assistants take a regular part in the plan of each settlement house, and are counted among its most efficient workers.

This has been made possible, in the first place, by having very skilful people in charge of the settlement houses; and, secondly, by having library assistants of the character and ability to be most effective in the work.

The Historical Society and Fine Arts Academy rely upon the library, and draw from its collections for its special exhibits.

H. L. Elmendorf.

CINCINNATI PUBLIC LIBRARY

Perhaps the most interesting allied agency of the Cincinnati Public Library (if it may so be called) is the Cincinnati Library Society for the Blind, which has its quarters in the library building, and though independent in organization and equipment is closely affiliated with the library in its work. This society was organized in March, 1901. For six months previous to that time readings had been given by volunteers at the Public Library and there had already been collected considerable money for the purchase of books in raised characters. Miss Georgia D. Trader, who is herself blind, called upon the librarian during the summer of 1900 and urged the claims of those who cannot see. On the organization of the society Miss Trader was made secretary and treasurer, and since then she has devoted nearly all her time, under salary, to the work of the society. Twice a week Miss Trader is at the library giving instruction in reading, writing and arithmetic, on one day to adults and another day to children. The books are bought and the work fostered from funds subscribed by the 200 members of the society. Five days

each week there are readings—these being in more or less regular courses. The attendance has varied from a half dozen to twenty odd, while at special entertainments given once a month the attendance has risen to seventy or eighty. There are regular readers and there are those who have given special entertainments, music readers who go to the houses of blind musicians, guides to bring the blind persons to and from the library, and the contributors of books and money. The street railway companies grant free passes to the blind to and from the library—10,000 of these passes being received during 1904. Miss Trader visits the blind in their homes to ascertain their needs and encourage them to avail themselves of the privileges offered by the library and to induce them to learn to read and write, if necessary. There is done not a little good work which is not immediately connected with books and reading. One advantage, it is believed, of throwing the burden of support of this movement on the well-disposed citizens of the community instead of making it an additional charge on the ordinary resources of the library, is that this body of two hundred thoughtful people is brought into immediate relation with the public library. Giving of their time or money, these people are more interested in what the public library is doing than they would be otherwise. One offshoot of the work has been the establishment of a home for the indigent blind by Mr. William A. Procter, who purchased "Clovernook," the former home of Alice and Phoebe Cary, placing it in Miss Trader's hand for this purpose.

Regarding other activities of the library, Mr. Hodges makes the following report:

Whether it can be said that we are working with the forty-seven or forty-eight women's clubs of Hamilton County I do not know, but the library has certainly worked for these clubs in preparing each year something over 800 bibliographies varying from a half dozen references to a dozen or twenty pages of foolscap on the topics named in their programs. This year we have offered further inducements to the women's clubs to hold occasional meetings in the main building by furnishing lantern slides which they have used to illustrate the papers. There had previously been occasional meetings at which we brought out the books and plates of our large collection in the

art department. The clubs seemed much pleased with the lantern slide innovation, so that engagements have now been made for meetings next season.

We have a seminar room which is used by reading circles of teachers and by other reading circles, the library furnishing books in quantity; not in number equalling the membership of these circles, but in number sufficient to make the reading of books by all the members comparatively easy—perhaps one copy of each book for every three members.

The Municipal Art Society has helped us in the selection of pictures and casts for the decoration of the children's room and in general in painting and decorating the whole of the main building.

We work also with the largest woman's club, under whose supervision playgrounds are opened every summer, by furnishing books at the playgrounds to be circulated among the children. We also had in operation this last winter 24 home libraries—this work being helped by some societies of young ladies interested in charitable work and by the Fresh Air Fund, which provides the funds for sending the children on excursions into the country during the hot weather.

CLEVELAND PUBLIC LIBRARY

The conditions for affiliation of the old well-established city library with the other agencies for civic betterment differ from those of the new library in the small town, in that the former naturally reaches out to give help, while the latter may quite as naturally expect to receive help in the building up of its own work.

The Cleveland Public Library has working relations, cordial and more or less close, with the schools, public, parochial and private, many of the churches and women's clubs, the social settlements, the Y. M. C. A., Y. W. C. A., and W. C. T. U., the Jewish Educational Alliance, the Anti-Tuberculosis League, and with several large companies interested in the social welfare of their employees.

With the schools the points of contact are many and various, and too well known to require a detailed statement here. The churches have done good service as advertising agents in the extension work of the library, and in some cases have co-operated

to the extent of furnishing rooms and partial equipment for branch or station work. The work with the women's clubs has tended toward a less superficial use of the materials for study of the subjects considered by them. The Anti-Tuberculosis League is co-operating in the dissemination of literature along the line of its work. The other institutions mentioned have housed and helped sub-branches or stations of the library, except in one case in which the co-operation is planned for, but is awaiting the new Y. W. C. A. building, where it is proposed to provide a fine large library room to put at our disposal for general neighborhood work.

The library has helped to announce the University Extension courses and has given prominence to the literature relating to them, circulating both its own books and those from the travelling libraries of the University Extension Department.

Affiliation with such agencies does open up new avenues of usefulness to the library and broaden the scope of its work. As to the best practical methods of bringing about co-operation, they will probably vary as widely as local conditions; in general, it is safe to say that a long step has been taken toward co-operation when the live personal interest of one or more members of the other agency has been aroused in the possibilities of such co-operation. Large-minded people who are actively interested in the public weal are usually ready to take advantage of the service which the library can render to their cause, once they clearly see it. LINDA A. EASTMAN.

DETROIT PUBLIC LIBRARY

The Detroit Public Library has been for nearly twenty years in co-operation with the city board of education in supplying books to the public schools. Under this arrangement the library furnishes the books, rebinds them and keeps them in order; the board of education provides boxes and furnishes transportation to and from the schools, and also assumes responsibility for the proper care and accounting for the books. The library supplies some 12,000 books for the exclusive purpose, and every child in the public schools above the third grade has access to them at the school house and may take them, one at a time, for home reading and keep them so long as he chooses, within

reasonable limits. This system has been found satisfactory in practice.

The study clubs, especially those managed by women, are the most regular and persistent users of the library outside of the inveterate novel readers. For the convenience of the clubs certain alcoves are set apart, comfortably fitted with chairs and tables and facilities for making notes, and in these alcoves upon shelves reserved for the purpose, are placed the books which they may designate for consultation upon the topics which they have in hand. For this purpose they provide us at the opening of the season with their programs, showing the subjects which they have laid out for study and the dates when the books are sure to be wanted. These clubs have come to rely upon the hearty and earnest co-operation of the library, not merely in providing facilities for study under the best possible conditions, but also in furnishing such books as they desire. If these books are not already on our shelves, they are bought, and if a duplicate or two is wanted there is no hesitancy in ordering them.

The faculty of the normal training school have long been in the habit of relying upon the library to aid in important features of the work of the school. The course of study takes up certain topics upon which reading of designated books is required. Sometimes whole classes come to the library with their instructors, and the books which they wish to use, having previously been listed, are laid before them. Sometimes pupils come singly with their references and study at the library. The Detroit College, having an inadequate library of its own, is accustomed to rely upon the public library in similar fashion. Its students flock hither by scores, earnestly studying the references which have been given them by their professors.

Important work has been done by the library through the various social settlements of the city. This is a work in which the library can share with honest satisfaction.

Henry M. Utley.

DISTRICT OF COLUMBIA PUBLIC LIBRARY

A beginning only has thus far been made at the Public Library of the District of Columbia in the work of affiliating allied agencies with the library. This is one of the most promising avenues for extending the library's usefulness and help-

fulness and for convincing the community of the indispensability of the library as an institution. The library is the most natural, convenient and well-equipped agency for being the center and clearing-house of all post-school educational movements, including not only literary clubs, but also civic improvement and philanthropic bodies, the most important work of which is, of course, essentially educational.

Thus far this library has done most in coöperation with other bodies through its lecture hall. Last winter one free lecture a week of the board of education's course was given here. A large number of societies devoted to literary objects or to public betterment used the hall for single or brief courses of lectures or the discussion of public questions. The Audubon Society held its regular monthly meeting in the lecture hall, procured speakers for a series of Saturday morning talks to young people on birds, and prepared a list on birds which the library has recently published. The City Gardens Association held its meetings at the library, and the library has published in the interest of its work and of school gardens an annotated list on gardening.

Next year it is hoped to affiliate more closely with the library many of the large number of literary clubs of Washington. In April the following letter was sent to about seventy-five such organizations (all whose officers' names could be secured), and later the letter was published in the newspapers:

"The Public Library desires to give whatever assistance it can to the various clubs and organizations of the district which are engaged in the study of literature, art, history or any other subject on which the books it possesses or may obtain can be made useful. To this end we are addressing the officers of the various clubs now, in order that the library may be ready to co-operate with them, if they wish it, at the opening of the fall and winter season of 1905-6.

"Will you send in the name of your club (with names and addresses of president and secretary) and signify in what way we can make our books more serviceable to you? We shall be very glad to receive suggestions from you, and in the meantime propose the following plan: We invite you to register your club with this library, and to state as nearly as possible the nature of your study for next winter. No doubt your experience has shown you that greater benefit is derived from confining your winter's study to some one or two subjects. If that is your practice, and you will give us the special topics

under the main subjects that will be included on your program, we shall be able during the summer to see that the library is well stocked in these directions. We should be glad if you would make known to your members the fact that the library is ready to co-operate in the following specific ways: We will prepare lists, when requested, of our resources in any particular subject; we will reserve these books for a certain time in the reading room, so that all members may have an equal chance to use them; we will purchase a limited number of duplicates, whenever possible, of especially helpful books; we will, if it proves practicable, assign one or more of the smaller rooms for the use of committees, for conferences and for a place for quiet study, if so desired, sending reserved books there temporarily.

"We should be glad if you would send in the program of your work of the present year. We urge upon the clubs, if they wish to aid us most effectively in our efforts to help them, that they prepare their programs as far in advance as possible. If programs for the next year are to be printed we should be glad to help in supplying references, and suggest the advisability of adding library call numbers to all books given in your lists."

In response to this invitation some clubs definitely registered with the library, several announced their intention to make fuller use of its privileges and a few applied for the use of the study rooms for committee meetings. Among those thus applying is the Civic Center, an organization composed of persons interested in all forms of civic betterment in the city. This organization will turn over its collection to us. It is too soon to judge of the practical results of efforts in this direction. It is designed to have our reader's adviser, to be appointed July 1, visit the various women's clubs and offer more fully and definitely the aid of the library. This feature will be allied to the school visiting, already begun. Arrangements are being made for the establishment of a teachers' special reference library, and some of the teachers' organizations of the district will hold their regular meetings at the library next year. The library has for some time been sending books to one social settlement and is about to begin sending books to two others. It is hoped that this will prove the beginning of permanent branches.

The conditions in Washington differ considerably from those existing elsewhere. Here the work for the blind is carried on by the Library of Congress; university extension work, so far as it exists, is conducted by the George Washington University

for the public school teachers; the Corcoran Art Gallery has its classes, and the National Museum has its own lectures.

G. F. Bowerman.

GRAND RAPIDS (MICH.) PUBLIC LIBRARY

In a general way it may be said that the Grand Rapids Public Library is taking advantage, or planning to take advantage, of every opportunity that presents itself to secure the aid of allied agencies in advancing the interests and work of the library. While the library is for all the people of the city, no one means will get all of them interested in it. It can reach them all only through outside agencies, institutions with which they are already identified and in which certain of them take a vital interest. Where such agencies do not exist the library seeks to create them by organizing them.

The closest and most extended affiliated interest with this library is the board of education. Until two years ago this board managed the library, and even now it holds the title to the library property. All the public school buildings contain collections of books belonging to the public library, and each school principal is in reality a representative of the library staff, being the librarian in charge of the books in the school. The number of books issued for home use by these school libraries last year was nearly 50,000 volumes. In addition to this thousands of school children have been brought to the library and formally instructed in its use.

The museum aids the library in many ways, and especially in lending the library specimens for illustrative material for lectures, stories to children, etc. A plan is being considered of depositing library books in the museum from time to time for the use of those who study there.

The Y. M. C. A. and the Y. W. C. A. both get books from the library in lots of from 75 to 150 for a period of four weeks. In this way the books and the usefulness of the library are brought to the attention of a number of persons who would not be reached in any other way.

At an exhibition of furniture books in the library building some months ago, to which all the designers of the city were formally invited, a committee of three designers was appointed to work with the librarian in building up this section of the

library. A similar committee has been appointed by the physicians who have agreed to pay not less than $50 a year for five years for current medical periodicals. Several thousand volumes of medical books were turned over to the library a few years ago. Last winter the library invited a physician of national reputation to deliver a lecture on tuberculosis. To this lecture every physician and minister in the city was formally invited by letter. The meeting resulted in the formation of a society for the prevention of tuberculosis (the first of the kind in the state), and in a great demand for all the literature that could be obtained relating thereto.

The local historical society has been somewhat inactive in recent years, but arrangements are now nearly complete for the turning over of its collections to the library and thus to secure renewed interest in historical work. The officers of the local Polish societies have taken an active part in the selection of books for purchase in the Polish language, and later on we expect to call on certain Scandinavians for a similar purpose. The local horticultural society has turned its collections over to the library and is co-operating in building up the literature of this section.

Bissell House, an organization for settlement work, has given the library its collection of books and the free use of two rooms in which the library will operate a library station and reading room.

A considerable number of churches, missionary societies, etc., are subscribing regularly for religious and missionary literature, which is placed on file in the library reading rooms.

At a recent Conference on Children's Reading held in the library, most of the speakers were supplied from or by the various mothers' clubs of the city.

The library keeps lists on cards of the officers of all these various organizations, as well as lists of persons who are known to be specially interested in certain subjects. If there is a lecture on a subject that is of particular interest to these persons they can be readily notified. If the library wants any of these interests to do something for it, it does not hesitate to ask for it, and with the full expectation of getting it.

As a member of the Board of Trade and its special committee on municipal affairs the librarian is in direct relations with a very important and influential local organization—it contains

nearly 1200 members. This committee took an active part in the revision of the new city charter.

These are only some of the allied agencies which are being used by the library and which also use the library. The relationship is, in reality, mutual. For the library is always most anxious to co-operate in every way by means of its books and periodicals. Usually the library must make the first advances, but it should be glad to do this. It must demonstrate, however, not only its willingness, but also its ability to be of service to all such agencies. It will then have no difficulty in getting them to aid the library in a host of ways. The possibilities in this direction are unlimited. It is only by utilizing all these agencies that the library can become, what it ought to be, the very center of every influence that makes for civic betterment, for education, and for culture. SAMUEL H. RANCK.

NEW YORK PUBLIC LIBRARY

Several of the branches of the New York Public Library were established with the aid of other institutions or in connection with them. Churches were instrumental in opening nine of them, and three were founded in connection with settlement work. We have been asked to take in other settlement libraries as branches, but these have been too small and have been taken care of with the resources of our travelling libraries. Again, both settlements and churches have been instrumental in pointing out proper sites for new branches or in assisting us to adjust the claims of rival sites. In one instance there was a contest between two neighboring settlements regarding the selection of a site in their vicinity. In most cases the interest of the body thus connected with the library remains more or less active. For instance, in the University Settlement are about 80 clubs of young people from 10 to 25 years old, which conduct lectures, debates, "literary evenings," and entertainments of all kinds. Naturally they come to the adjoining branch library for books and other material, and for advice of all kinds in regard to programs, decorations and costumes. The fact that the library here is at present a small one is responsible for a degree of intimate relationship between librarians and readers not possible in a larger branch—a fact that deserves notice and merits consideration. Much the same state of things exists in the Webster Branch, in connection with the East Side House.

This branch also posts notices on the bulletin boards of several political clubs, which have drawn from it chiefly books on the civil service, school, text-books and works on sports. It has in its card catalog a special subject-heading, "Social settlements," under which are grouped a large number of appropriate references.

An interesting phase of co-operation is that relating to the various children's playgrounds. For instance, in the Tompkins Square playground the assistants, who are trained kindergartners, make use of the Tompkins Square Branch Library in planning new games for the children, and as a resting place to which the little ones are recommended to resort after they have had their fill of exercise.

In the outlying districts, where local feeling is strong, there is even more opportunity for effective cooperation. For instance, our Tottenville Branch, on Staten Island, maintains most cordial relations with the local clubs. When the new building was opened, last autumn, the Philemon Club assisted in decorating it and provided refreshments for the guests. The library has aided this club by selecting and keeping on reserve shelves for its use a number of books on topics under consideration by the club.

By far the largest amount of work that we do in co-operation with institutions of various kinds is accomplished through our travelling library office, which now sends books to no less than 323 separate points for distribution. These included, at the date of the last annual report, six city history clubs, 48 recreation centers and playgrounds, 36 fire department houses, 6 mission study classes, 16 industrial schools, 10 Sunday-schools, besides all sorts of clubs, athletic, social and political; asylums, hospitals, prisons, work-houses, churches, institutes, homes, small libraries, university extension centers, and even large corporations, such as insurance companies and department stores, who have enlisted our aid in furnishing reading matter for their employees. Our connection with the work of the board of education was perhaps sufficiently described in the paper contributed to the LIBRARY JOURNAL recently by Mr. Gaillard, and therefore nothing has been said here regarding co-operation with the public schools. Our relations with the free lecture bureau have also been very close. The location of the nearest

branch is indicated on each lecture program and the lecture bulletins are, in turn, displayed at the branches, where we endeavor to have collections of the books referred to by the lecturers. In many branches this has led to a gratifying improvement in the quality of the circulation.

This sort of co-operation is in its infancy and is susceptible of almost indefinite expansion. Unexpected avenues of usefulness open up almost daily in connection with it. For instance, we have recently agreed to assist in the distribution of theater and concert tickets to the blind through our Branch Library for the Blind. Sometimes the demands upon us go beyond the limits of the practical, as when we were asked to distribute seeds to the poor from branch libraries.

Little more can be done in such a brief note than to present general statements, with a few illustrations, but the helping hand extended to and by organizations of many kinds is seen and appreciated at all of our branch libraries.

ARTHUR E. BOSTWICK.

NEWARK (N.J.) FREE PUBLIC LIBRARY

The Newark Free Public Library has sought to co-operate with other agencies for public well-being by establishing itself as a hospitable center for all sorts of public movements. The study rooms and assembly room are free for any meetings of an educational nature, where no entrance fee is charged.

During the past club season, September to June, 1905, 76 organizations held 594 meetings in the study rooms and lecture hall of the building, 14,127 total attendance. In this way there has been drawn to the library the interest of many different kinds of people who know that besides having the privilege of meeting in this beautiful and convenient building they may have also special collections of books placed at their disposal for study. We touch in this way economic study clubs, women's clubs, school societies, philanthropic organizations, teachers, art students and workers in many fields.

We send out circular letters making proposals of assistance in program-making and book-hunting. These meet with a ready response. We expose the wares we have, and offer to supply our deficiencies whenever it is possible. The philanthropic societies and other bodies have lists of the books we keep on the

shelves which may appeal to their members, and we offer them travelling libraries and pictures on their topics.

Women's clubs have been asked to co-operate with us by informing us in advance of their special wants. They have been asked to let us act as an exchange bureau for their original papers and also to work up local and state topics for use in the library.

University Extension courses have been held in the library lecture hall, and we subscribe for the U. E.'s syllabi, which are put in the vertical file and do good service, in our club work especially. One of the organizations which hold meetings here, the Newark Principals' Association, has established a small pedagogical library called the Hallock Memorial Library, each book bearing the Hallock book plate. The Essex County Medical Association has under consideration the founding of a medical library. The combined music clubs of the city are raising money to start here a library of music.

Of course we make every effort to do school work effectively. We are aided in this by the board of education, by the superintendent and especially by the general and special supervisors, who have their office in a room not needed for library purposes. From them we get points about the school curriculum They also second our efforts to teach the children the use of library tools. A special course was given this winter to the children from one school as an experiment. To the teachers having school libraries, 200 in number, we send each month interesting printed lists. Some of the city authorities have furnished detailed statements of the work of city departments for the use of children who have been stimulated by the library to study city affairs.

Every month we mimeograph a school bulletin which calls to the attention of teachers recent magazine articles and new books of special educational interest. Two copies of this are sent to the principals of all the public and parochial and other private schools, one for the school bulletin board, the other for the private use of the principal.

We also distribute a business bulletin and an applied arts bulletin to the business, technical and drawing schools. Efforts have been made to have personal interviews with the heads of large manufacturing concerns in order to join hands with them

in bringing our resources into practical contact with their artisans and artists.

We have small circulating libraries in 4 department stores, 5 police stations, 13 fire houses, 1 factory, 189 school rooms.

Newark has no museums. When this building was constructed four years ago the trustees placed over the door of one of the two large rooms on the fourth floor the legend "Science Museum" and over the other "Art Museum." They realized that the time would come in the course of the city's normal development when both these institutions would be called for. They realized also the fact that the free public library of a city, especially a library as beautifully and as adequately housed as is that of Newark, is, if other means are lacking, a proper place in which to establish the beginnings of public museums of science and art.

The large assembly room on the fourth floor of the library is excellently adapted to the purposes of an art gallery. Here, in 1903, the first loan exhibition of paintings was installed. The pictures were on view 16 days, from Feb. 27 to March 15. They were visited in that time by 32,000 people. Since then there have been three other art exhibitions in this room under the supervision of the Fine Arts Commission. The hope is that these exhibitions are paving the way to a permanent art gallery for the city.

In the south room on the fourth floor of the library, already mentioned, is the beginning of the Science Museum. For many years Dr. W. S. Disbrow, of Newark, has been a tireless collector of minerals and botanical specimens, and has had in mind the hope that he might be the person to lay the foundation of a science museum for his native city. Several years ago the board of education furnished about 20 flat-topped glass cases in which Dr. Disbrow installed a portion of his collection of minerals. These cases were moved last year from the high school to the library. To the collection of minerals were added botanical specimens, an interesting collection of Indian relics, portraits of eminent scientists, geological maps of New Jersey and other appropriate material, and the collection took shape as a Science Museum, though a very modest one.

J. C. Dana.

PHILADELPHIA FREE LIBRARY

One of the most successful affiliations in work carried on by the Free Library has been an active association with the Home Teaching Society for the Blind. Over 80 per cent. of the blind population of Pennsylvania have endured the loss of sight after they are forty years of age. Such blind persons are ineligible to attend any school for instruction in the use of books printed in embossed types. The Free Library has over 2400 books of various types in its rooms, and it is evident that if home teaching be not adopted embossed books in the public library must fail to be of service to many of the persons for whom they are especially intended. The Free Library and the Home Teaching Society for the Blind have worked together as one body for several years past, each maintaining its separate autonomy as to organization and funds. The Home Teaching Society employs three teachers, who visit the blind in their homes, give them instruction without charge, and carry on the work. The only drawback was the lack of funds. The state of Pennsylvania, happily, has appropriated $2000 to the society in aid of their work for the years 1905-1907. The Free Library and the Home Teaching Society have commenced to raise a subscription towards a fund of $100,000, with the income of which to print embossed books. The board of the society report every year in most cordial terms upon the value of the cooperation of the library. The library feels and expresses a great debt to the society for their co-operation.

Another valuable alliance has been formed between the Free Library and the University Extension Society. A large and important series of lectures have been given under the joint auspices of the library and this society with most excellent results. The joint work has resulted in a large increase in the demand for courses of lectures. During the last season 101 lectures were delivered with a total attendance of 27,961 persons. The library and the society have both agreed to continue the work next season, and believe that this decision will result in great good.

Free public libraries should, as far as possible, extend and broaden their work by affiliations with other agencies for educational improvement. All matters which would tend to bring in political or religious questions should be carefully avoided.

The work of civic betterment is properly the care of a hundred and one societies, but the work of a library should be to avail itself of all alliances which will improve general educational methods.

JOHN THOMSON.

CARNEGIE LIBRARY OF PITTSBURGH

The Carnegie Library of Pittsburgh in the prosecution of its work seeks to associate itself with all other available educational agencies. The barest recital of what it has done in this direction would occupy a greater space than has been assigned for the purpose, therefore this statement must be confined merely to the enumeration of some of its present activities, together with the briefest possible explanations.

Most of the departments in the library are directly engaged in some such work, but naturally the greater share of it falls to the following five: Reference, Technology, Children's, Loan, Branches. In some instances two or more departments are concerned in different phases of the work with the same allied agency, but in spite of that fact perhaps the most convenient way to treat the subject is by taking these departments separately.

Reference department

This department has very close relations with the women's clubs of the city and of the surrounding towns. Their program committees meet in a room at the library, where the books they need to consult are collected together with several hundred club programs. They often ask for and receive criticism of their programs before printing. In May or June they send in their programs for the following year and detailed reference lists are made for each topic. Last year lists were prepared for 16 clubs covering about 700 topics. A number of clubs print these reference lists complete in their year books; others use a typewritten copy which is furnished the secretary.

Teachers in the schools are asked to send notice of special topics assigned pupils, so that lists may be ready upon the arrival of those needing such aid. Books on a subject are reserved upon request of a teacher. References are posted and books reserved for a pedagogical society of which many teachers in the city are members.

A reference list on the artists represented in the annual exhibition of the Carnegie Institute Art Galleries is prepared and printed in its catalog. Books are reserved for pupils of the city schools who take part in the Annual Museum Prize Essay Contest. A special assistant is in charge of these reservations during the period of the contest.

Technology department

This department has compiled and the library is now printing, largely for the benefit of the Engineers' Society of Western Pennsylvania, an index to its Proceedings, which will make a pamphlet of nearly 200 pages.

Children's department

So large a share of the work of this department is conducted outside the buildings of the library that no adequate statement can be made of it here. There is scarcely an educational, philanthropic or charitable organization in the city that has not had part in the work within the last seven years. One interesting example is that of the formation within the last few months of a settlement house association in one of the most crowded and needy districts. At its request a fully equipped children's room in the settlement house is just established, the association giving every advantage for the work, such as housing, heat, light, and janitor service.

The work of the home libraries and reading clubs is particularly dependent upon such allied agencies as are under consideration. School boards give use of rooms for reading clubs, with light, heat, and janitor service. Like aid is given by churches, including the Jewish synagogue, institutional homes, bath houses, and two regularly organized clubs. The Toy Mission, the kindergartens, the Society for the Improvement of the Poor, the King's Daughters, church societies, Y. M. C. A., and the women's clubs all have a part in the work. This list must be cut short to have room for mention of the fact that private individuals and business corporations bear a hand. For instance, one large steel manufacturing company entirely supports a boy's reading club which is held in a school building.

The work with schools is dependent upon the co-operation of the educational institutions. Most of the schools supply assistants to charge, discharge and trace the books loaned them.

They send monthly reports, pack and unpack the collections. Other schools furnish heated and lighted rooms for neighborhood deposit stations. One school has given the use of a large room as an office for the division of work with schools while the space at the central library is contracted by the building operations now in progress. A large number of the city schools give great privileges in their class rooms. Library assistants are permitted to go and come as they choose, to give talks on books, and to tell stories or read aloud in connection with the story hour work. In some schools regular study periods are set aside for the library. Summer playground and vacation schools also have their share in the work.

Loan department

The work here naturally touches many of the fields treated under other departments and supplements their efforts by loaning the books. University Extension lectures are held in the building. Lecturers send in advance copies of their syllabi. Books recommended therein are bought if not already in the collection, or duplicate copies are bought if necessary and conspicuously placed to attract readers and borrowers.

In consultation with the authorities of the school of music near the central library, lists of titles are posted in the school.

Branch libraries

The most notable co-operation with allied agencies in this department is that with the schools, although it is by no means the only one. Of course it is closely bound up with the work of the children's department, since each branch library contains a children's room and at least one specially trained children's librarian.

The next most notable use of allied agencies in the branches is that of University Extension. Centers have been formed in branch districts in which the branch librarians have taken an active part, and in most cases the lectures have been given in the auditoriums of the branch libraries.

Anderson H. Hopkins.

PROVIDENCE PUBLIC LIBRARY

In the Providence Public Library the aim has been, from the beginning, to co-operate with all existing agencies in the

city, for the general upbuilding of the community—in short "to fit the community like a glove."

These agencies include not only the college, the public school system, and the various private schools, but also the various study clubs and classes, the museums, the commercial and trade organizations, labor organizations, philanthropic agencies, etc.

The relations of the library with the schools have been gradually expanded, until at present a very satisfactory system has been developed. Visits of the classes are made to the library, on dates arranged by the superintendent of public schools (so that in the course of the year all of the upper classes in the grammar schools will have made this visit), the object being to have the children's librarian explain to them how to use reference books, how to use the index, and other features of a book, how to use the card catalog, etc. Later in the year, just before graduation, the librarian personally visits all the schools referred to, for a brief address to the graduating classes on the wider use of the library. Boxes of books are sent to the schools, at dates arranged by the superintendent, the transportation being undertaken by the school department. Special cards are issued to teachers, on which more than one book can be taken, and for a longer period than usual (solely for use in connection with school work). The children's department comprises not merely a large room for the "children's library," but an adjoining room for reference purposes on the part of the children. Another room on the same floor is fitted up as an educational study room, with facilities of all kinds for the teachers.

The "lecture room," which is used for the visits of the school classes, is available also for the visits of the study clubs desiring to use the library's resources on some subject. The reference librarian keeps a directory of the various clubs of this kind in the city, helps in the preparation of a syllabus, and aims to place all needed resources at their command. The lecture room is also used for exhibits of photographs and other pictures, notices of these exhibits being posted on the bulletin board at the Art Museum, or, if the subject be of a different kind, at the Natural History Museum. At the latter place printed labels under some of the objects exhibited refer the visitor to the works on the subject in the public library.

In the industrial department a collection of "trade catalogs" has been brought together, and, in other ways, the manufacturing

and commercial interests of the community are studied. By request the librarian has, from time to time, set forth the resources and possibilities of the library in the columns of the "organ" of the local board of trade, as he has also in the annual "program" of the labor organizations. The library is well known in the editorial rooms of all of the local newspapers as an agency to which to turn at short notice in case of need. Much the same may be said of the members of the city government and their similar needs.

The library aims to co-operate with the various philanthropic agencies of the community by its purchase of books and in other ways. Its collection of books in raised letters for the blind numbers several hundred, and is in constant use. The opportunity occasionally presents itself for assisting in a very definite way in some movement for civic betterment. A case in point is the "Civic art" exhibit of last year in connection with the movement for creating a Metropolitan Park Commission, in which more than 400 illustrations, maps, etc., were shown (including 315 photographs,) which was visited by thousands of people.

The above instances are, of course, only typical of the various kinds of activities with which it has been found possible for the library to co-operate. WILLIAM E. FOSTER.

ST. LOUIS PUBLIC LIBRARY

Having within it the sustenance and the vital force of all man's higher activities, the public library is the natural intellectual center of a community, the main ganglion of its efforts and energies. The potency of the library as a communal nerve-center reaches the highest degree in a well supported and well managed public library in a small city. Such an institution gathers from all elements of the community what each has to give and distributes to each citizen the contributions of all added to the vast accumulation of historic ages. "It is at once the accumulator and the transmitter of social energy." Its supremacy as a social dynamo is more likely to be found in a town like Worcester than in a great city like New York, yet with increasingly efficient agencies of distribution the remotest and minutest nerve-fibre of the greatest metropolis may be awakened by its electric tingle. In a small town the library may, in a great measure, send its informing and inspiring cur-

rent directly to each individual. Even here transforming and re-enforcing stations are needed to strengthen, adapt and direct the original current, while in a large city a regular and extensive system of transforming stations must be established. Such adapting and re-enforcing stations exist in every city in the form of schools, churches, Sunday-schools, literary and scientific clubs (especially women's clubs), debating societies, social settlements, etc. Every one of these organizations is a sort of battery, having its self-created mental electricity, which is increased in power and intensity by receiving the current from the central generator. In these sub-stations it is transformed—adapted to specific purposes—and thence distributed to the persons having direct connection with the church or club or other organization that serves as a subordinate educational station or minor ganglion.

The public library, then, to fulfil its purpose as a distributor of light and power, must establish connection with other agencies of enlightenment throughout the community. This will intensify and open new channels for its influence.

The advantage of an alliance with other intellectual forces of the community was recognized by the management of the St. Louis Public Library in its earliest days. It was founded and conducted for four years by an incorporated society called the Public School Library Society. It was, however, from the first, fostered by the board of education; and in 1869 its support and control was assumed by that body. Dr. W. T. Harris, then superintendent of public schools, was *ex-officio* a member of the board of managers, and it was his constant effort, both as superintendent and as library director, to rally all the intellectual interests of the city around the building in which were located the board of public schools and the public school library. In accordance with this policy agreements were made with such bodies as the St. Louis Academy of Sciences, the Historical Society, the Art Society, the Medical Society, the Engineers' Society and other organizations to turn over to the library, either as a loan or a gift, their collection of books, to make their members life-members of the library (there was then a fee of $4 a year or $12 for a life-membership), receiving in addition to the privileges of life-membership a room in which to hold their meetings.

The library, of course, always co-operated with the schools. It was founded as a supplement to the public schools and was supported and controlled by the school board from 1869 to 1894. During all that period, however, the enrollment of school children never went beyond a thousand, because the board could not supply a sufficient revenue to make the library free. As a free institution it now has a juvenile registration of more than 27,000.

From the beginning of its existence this library and the Mercantile have been the chief resource of numerous art, literary, scientific and sociological clubs that have flourished in St. Louis. Indeed, without these two libraries the clubs could not have carried on their work. On the other hand, the demands of the clubs for books for study and research have served to make known to the library authorities the wants of the community and have tended to direct purchases into profitable channels.

"The opportunities and possibilities of aiding library development through allied agencies" are numerous and great. As a rule it is necessary only to let it be known to clubs, schools, etc., that the library is ready and glad to serve them. In the beginning we went after the clubs and schools; now, for the most part, they come to us. We prepare bibliographies for the clubs and order books they want that are not already in our collection. We give every possible aid to individual members, and when a small number of books is wanted by a large number of persons, we withdraw them from circulation and place them for the time with other books on the subject in the reference room.

Through the schools by means of supplementary sets and miscellaneous collections we last year (ending April 30, 1905) circulated 258,410 volumes.

This, I fear, exceeds the maximum space allotted me; but I wish to emphasize the unquestionable fact, that while some of the best—perhaps the most fruitful—work a public library can do is through the schools, it should have a separate organization with no dependence or *organic* connection with the school authorities. A school board has enough to do in governing the schools, and there is plenty of work for a library board in looking after the interests of a public library.

FREDERICK M. CRUNDEN.

FACTORY STATIONS

The stations referred to in the following paper are used only by the employees of the factories, not by the general public. Although they have been found satisfactory in Detroit, the problems of the individual library and factory must ever be considered before establishing either deposit or delivery stations.

This paper by Aniela Poray of the Detroit Public Library was read before the Michigan Library Association, in 1907.

Before library work at factories is actually begun it is well to have the most important features of it decided upon. There are two distinct types of problems to deal with in connection with it—the library problems and the factory problems. The former includes the important question whether the library shall establish deposit stations or delivery stations.

By deposit stations I mean a collection of books sent to the factory for from three to five months, the books to be issued there on certain days, under the same rules and regulations as at the main library. As a rule the readers have access to the shelves. After the period agreed upon expires the first deposit is returned to the library and a new one is sent in its place.

At the delivery stations there are no books, the library supplies in their place a full set of catalogs and call lists. The factory readers fill out their requests for the books wanted; on a certain day a library assistant calls for these requests and takes them, together with the library cards of the applicants, to the central library. The books that are in are charged on the cards and returned to the factory; in case a book asked for is out, the applicant must wait until the library assistant makes her weekly or semi-weekly call. It is not always wise to substitute another book, for the choice of the library assistant may not be satisfactory to the reader.

Each system has its drawbacks; but judging from our experience, the deposit stations seem to be the more practical. The chief argument in favor of delivery stations is the fact that the reader may select any book from the catalog, thus the contents of the entire library are at his disposal; while in the deposit station he is supposed to be limited to the 200 or 300 books comprising the deposit collection. We supply, however, the catalogs as well as the books, and any book may be selected and brought by the assistant on her next trip to the factory. Besides, when a book cannot be loaned to the factory for the usual three to five months because of its popularity, and the factory readers are asking for it, I charge the book to myself and reissue it to the person who wanted it. This applies only to non-fiction books for which there are no reserve postals.

In our experience this plan has worked quite well thus far; of course, if the requests were too numerous the carrying of books would have to be abandoned in favor of more suitable mode of delivery. The worst feature of this scheme is the fact that the books which would be of the greatest value to the factory readers are very often those that are much in demand at the central library. We had an illustration of this at the Cadillac Motor Car Co. The factory readers wanted everything they possibly could get on motor cars; in the meantime, the demand for books on this subject at the central library was so large that there were no books left on the shelves. The deposits are changed quite frequently and I do not think that this system limits to any great extent of books of our factory readers.

The next thing to be considered is the supply of books, or rather, the source of it. If a library is so exceptionally fortunate as to possess an income adequate to its needs, I would urge the purchase of new books, or new copies for each of the stations. New, clean, attractive looking books tempt the eye. Books in fresh bindings are invariably selected in preference to those in soiled covers. When the library finances do not permit the purchase of new books, the duplicate copies from the central library are used to supply the factory stations. We compromised by supplying some old copies with a fair sprinkling of new ones. In instances where books were purchased specially for the factories, the word "special" is stamped across the inside label, indicating that this book belongs to the factory collection.

There is a card author entry for each of these books with the initial of the factory written in pencil in the upper right-hand corner; these initials are changed when the books are sent to another factory. Special books are interchanged between the factories, while the used duplicates from the central library are checked off on their return and put back in circulation. When a non-fiction book of which we have only one copy is sent to the factory, a piece of cardboard about 5 x 9 is put in its place. On this card is noted the book number, date when the book was loaned and the name of the factory. If a book is called for to any extent at the central library we recall it and put it back in circulation.

When the matter of deposit or delivery stations is decided upon, as well as the source of the supply of books for the factories, the most important library problems are disposed of. The factory phase of this work is to create a demand which the library must be ready to supply.

Before I called on any of the manufactures I must confess that I had the worst case of stage fright I ever experienced. After my call I realized that they were not at all formidable people. My experience with them has been most fortunate; except in one instance I have met unfailing courtesy and kindness. They were never too busy to listen, and as a body they show far more appreciation of our efforts to reach their working people than they are generally given credit for. Still it is well to remember that no matter how much they may be interested in our work of library extension they are business men whose time is exceedingly limited. The entire scheme in its minutest details must be tabulated in one's mind and stated in as few words as possible, and there must not be an answer lacking to any of the questions asked. If an average manufacturer who is at all sympathetic to our work of library extension can be convinced that he has some space in his already crowded factory which could be used for library purposes, everything else is a mere detail. In one case we waited several months until an annex was built and then established a library station.

We had some cards printed, about 11 x 14, calling attention of the working people that library cards will be issued to the applicants. These posters were hung in prominent places through the shop. Sometimes a manager would speak to his

employees during the noon hour, telling them of our work, commending it. I was usually there to issue the cards. Occasionally I left them with a member of the office staff whose name was inserted in the blank space of our advertising card. After the name of the firm as a surety they were mailed to the main library to be verified. If the applicant had no previous card we issued him one, which entitled him to take books from the factory, any of our branches, or the central library.

There are three duties incumbent upon the manufacturer who has a library station in his factory: he provides bookcases or shelves, bears the cost of transportation of the books, and becomes surety for his employees while they are in his employ, his obligations ceasing when they leave. The library provides the timekeeper with a set of cards giving the name of the card holder, the card number, and the date of issue. The timekeeper consults this record when some one leaves the employ, and if there is a library card issued to this person it must be returned free of charges before he is paid in full. Thus far we have had one book lost and paid for by the card holder.

In the past occasionally some one from the office staff was appointed acting librarian. But unless there is a so-called "welfare worker" in the shop, whose duty it is to look after the personal welfare of the working people, it would be far preferable to have a library assistant attend to the library work. We tried both experiments and the latter is far more satisfactory. No matter how willing any one may be, to do this means additional duties that are new, unfamiliar and must be learned. Working men and women have enough to do, and additional duties will sooner or later fall upon them. "If you want the work done well, do it yourself." Mr. Finck, of the W. M. Finck Manufacturing Co., donated two bookcases and established a library almost in the center of an immense dining-room. The place is admirably lighted and ventilated. Books are issued every Wednesday and Saturday, from 11:30 to 12:30. During the winter months the library is the center of great activity; the table where the books are issued is at times surrounded five deep. The assistant must be able to answer questions, return and charge the books, issue cards, all at the same time. But no one can find better-natured people than our factory readers. The deposit station at the

Burroughs Adding Machine Co. is in a large, well-furnished rest room. The assistant forewoman helps to return the books, while the library assistant issues them. The library is open every Friday, 11:30 to 12:30. At Hamilton Carhartt's we have a large circulation of foreign books, owing to the great number of German and Polish employees. Miss Walsh, who has charge of the welfare work, keeps the library open every day during the working hours, and renders excellent service. The charging system is the same as in the central library, the card holders being subject to all the rules and regulations governing the library patrons in general.

We had our ups and downs in this work. We had to withdraw two deposits, one owing to the transient nature of the workingmen, who would apply for a card one week and surrender it the next. The other at one time was our banner station, leading all the others in circulation; a change in the management did not result favorably to the interests of our work. The new manager was not only out of sympathy, but was positively hostile. The growth of the library work in the factory depends largely upon the management, and its ultimate success is in the harmonious co-operation of the manufacturers and the library. Both of these factory stations were in the charge of a librarian appointed from the office staff, and although I have no doubt they did their best, still, I repeat again "Do it yourself." It is a significant fact that I find the percentage of workingmen and girls who have library cards exceedingly small. Factory deposit stations do not merely bring books to those who are already users of the library, but rather create a demand for books among those who have hitherto deprived themselves unconsciously of the blessing of good reading. I was surprised to find such a large number of people to whom the library was an unknown institution. And they are not all foreigners. Over and over again I had to repeat "absolutely no charges for books and cards."

A library worker doing this work must be like a skillful angler dangling a bait; not too insistent upon its being taken, but shrewd enough to have the bait too tempting to resist. While in the factory she must be an organic part of it, not merely with the working people, but one of them; not friendly to them, but rather their friend. And then, she must know some-

thing of every book on the shelves. If a reader wants something sad and lachrymose, it would be fatal to one's reputation to suggest the "Virginian" or "Helen's babies." When a young woman asks for a good love story it will never do to recommend Dickens, or even Scott, and insist that either of the two is infinitely better than some novel in modern setting by a modern author. From a literary point of view we may be right, but we ought to cater to her taste to some extent so far as it is not unwholesome.

Nine-tenths of our factory readers are girls, and the question what they should read has often been discussed. Every one engaged in library work must admit that there is a wide discrepancy between our idea of what the people should read and what they actually will read. In selecting the books for a factory station it is well to bear in mind the homely saying that "you can bring a horse to the water, but you cannot make him drink it." There is no doubt that both men and women prefer fiction to other classes of literature, but this predilection for the romantic literature is not confined to factory readers alone. It is the spirit of the age. The large percentage of fiction read in every library notwithstanding all the efforts to the contrary, proves that it is almost useless to struggle against it. Some day the pendulum will swing back and the public will clamor for some other class of reading.

Magazines like *Harper, Century, Scribner* and *McClure's* make excellent substitutes for novels. There is a sufficient amount of fiction in every one to make them interesting, and still the non-fiction looks attractive, with good illustrations telling part of the story, and tempts the reader to go on, read the rest and find out all about it. Some girls tire eventually of the hairbreadth escapes and the imaginary kingdoms with beautiful princesses waiting to be rescued by some gallant American. We watch for this, it is our opportunity, and we try to make the most of it. But it is useless to attempt to dictate even in the gentlest manner to our factory readers what they should read.

There is no doubt that the influence of this work will be in time felt at the factories. There are now a few girls who are studying the English language with a grim determination to know something about it, and you must remember that the time for their studies comes after a long day of hard work. The

desire to use better language is almost universal among the girls, who frequently ask for books on this subject. As a body the factory girls are happy, cheerful and large-hearted. Many of them are gentle-voiced, well bred, innately refined girls, who are trying hard to keep step in the universal march towards better and higher things of life. I do not say that they possess all the virtues under the sun; in common with the rest of the children of our great human family they have their faults, but they have also their virtues. If you know them well, know them intimately, you will realize that their strong points outweigh the weak. It may not be out of place to mention here, that I hear far more slang in a car filled with the high-school boys and girls on their way home than in any of the factories.

Occasionally I am asked for books on domestic science; this spring there was much demand for books on gardening. Biographies are sometimes asked for, irrespective of the subject. They want to know about men and women whose lives were spent in doing things instead of dreaming them. No matter if it is fiction, history or biography, there must be plenty of action in it. It do not say that the percentage of non-fiction reading is large; I realize that many will continue to read novels exclusively, but the novels provided by the Detroit Public Library are good and wholesome, even if they are not always considered the best literature from our point of view.

For the sake of reports and statistics it may sound well to say that certain factories were supplied with books on philosophy, sociology, science, etc. But will they be read or will they serve merely as a monument to good intentions? It is not enough to supply books; the fact that they are standing in some corner forgotten and unread does not mean library work in the factories. Their material presence is of little value, unless they are read. Books that are never opened will not prove very important factors in the lives of our workingmen and women. Better a good, wholesome novel, wept over, or laughed over and enjoyed, than the best book written of which after the first twenty pages the reader will tire and leave it unread. Do not let us aim too high, lest we fail to hit the mark.

A LIBRARY EXPERIMENT IN PRISON WORK

As chief of the Traveling Library Department of the Queens Borough Public Library, New York City, in August, 1915, Miss Elizabeth D. Renninger received a call from the New York Prison Association, the object of which was to ascertain what the library could do for the prisoners in the Queen's County jail, Long Island City. The suggestion was that one satisfactory way of helping the prisoners was to place in the jail a carefully selected collection of books, to be administered by trained assistants from the library. A scheme for service was outlined, but before recommending it to the chief librarian proper safeguards were assured the assistants sent there. What follows is a report on how the experiment worked out.

As chief of the traveling library department of the Queens Borough Public Library, in August I received a call from Philip Klein, of the New York Prison Association, the object of which was to ascertain what the library could do for the prisoners in the Queens County Jail, Long Island City.

I suggested that the one satisfactory way of solving the problem for the real help of the prisoners was to place in the jail a carefully selected collection of books (five hundred or more), the same to be administered by trained library assistants from this department. I then outlined the scheme of service I had in mind, stating that, while favoring this form of service, before recommending it to the chief librarian I must be satisfied that the assistants sent to the jail would be properly safeguarded—subject to no annoyance.

The proposed plan delighted Mr. Klein, who assured me I need feel no hesitancy about sending my girls to the jail. However, we agreed that before a decision the best plan was for us to visit the jail, meet the warden, and talk things over on

the spot. In pursuance of this plan, a few days later Mr. Klein, Warden Robert Barr, the acting chief librarian, and myself met at the jail, where again the details of the scheme were outlined, the possibilities discussed.

We found the warden unusual; a man who inspired confidence. Rigid, yet sympathetic, he heartily endorsed our plan for supplying the prisoners with books, recognizing among other things that it would greatly help him in the discipline. Anxious for the books, ready—both himself and his staff—to meet our ideas of successful library administration at all points, as we toured the prison to settle practical details, we found him most helpful; moreover, he agreed to be personally responsible for the girls, assuring us that we need feel no more hesitancy about sending them to the jail than elsewhere.

As a result of the conference, it was decided to recommend the placing of two separate collections in the jail: one in the women's ward, in a room just off the sewing room; the other in the corridor, just outside "the Cage," or men's ward—the women to receive their books personally from the assistants; the men to be served through the gratings, lists of the books having been previously checked to indicate their choice.

All this having been at last decided, as he left us at the end of the conference, Mr. Klein exclaimed fervently: "God bless Queens Borough!" If the prisoners had known the part played by Mr. Klein in securing them their new privilege, they would have shouted: "God bless our friend Klein!"—for that is just what he is to the prisoners—not of Queens Borough alone.

Informed through Mr. Klein of the scheme of service possible for the jail through the Queens Borough Public Library, within a week application for the same was received by the chief librarian from Dr. Katharine Bement Davis, commissioner of correction of the city of New York. It was of course granted and the selection of two live collections of books became our next interest.

Facing our problem of book selection, from data secured at the jail, we learned the following: the prisoners were short-timers; largely from the common walks of life—a number of foreign-born and hyphenated Americans being included. There were, too, a number of penitentiary men—housed at the jail

because of crowded conditions on Blackwell's Island; also the court prisoners.

Considering these determining facts, we began reaching out for the right kind of books, keeping well in mind the following principles of selection: (1) The books must be recreational, practical, inspirational; (2) they must be cheerful; (3) there must be no dead wood; (4) the collection must include a fair number of carefully selected, well illustrated juveniles (largely for foreigners); (5) also foreign books. Since we had been warned that at first we might lose a number of books, considering, too, the fact that the prisoners were short-timers, we decided that in the initial collections it would be wise to send partly worn books, leaving them at the jail until ready for discard.

Having gathered in our books, in addition to a generous allowance of live fiction, the men's collection contained: Books of adventure and travel (in the polar regions, the gold fields, the jungle, round the world); out-door books; books on animal life (Bostock, Hagenbeck, Vivian, Thompson); physical culture books, including hygiene and athletics; books covering practical farming, gardening, poultry raising, the self-supporting home; books of discovery and invention, including automobiles, airships, submarines; mechanical, electrical and scientific books; patriotic and civic books, including poetry; books of heroism and chivalry; books on ethics (social, business, personal); easy books for foreigners, including primers and dictionaries; books covering practical sociology and the problems of the day; humorous books (Clemens, Dooley, Shute, Wilder); books suggesting social activities (magicians' tricks, puzzles, conundrums, etc.); books on western life, including the Indian, the pioneer, the trapper, the cowboy; life in the army, navy, at West Point; books on Panama and the Canal; books covering Italian, Irish, German, and American life and character; lives of Boone, Columbus, Custer, Damien, Edison, Lincoln, Perry, Steiner, Washington, etc.; together with much attractive collective biography and history, etc., etc.

The women's collection included: Books on sewing, dressmaking, knitting, crocheting, lacemaking, and basketry; domestic economy, including cooking, serving, and waiting; books on gardening, poultry culture, the self-supporting home; books on

child study and infant care; hygiene and beauty books; books on ethics; humorous books; books of romance, legend, and chivalry; books about animals; astronomy, popular science, and books on music; puzzles, charades, and other social activities; poetry; lives of Queen Elizabeth, Mary Queen of Scots, Empress Josephine, Queen Victoria, Florence Nightingale, etc.; love stories of famous people; work in the world done by women; books about New York old and new; together with books of travel, history, general literature, collective biography, and fiction.

The opening day, September 10, was hard but most interesting. Arrived at the jail, we found our corner of the women's ward upset because of repairs; but, the prisoners lending a hand, the cases and boxes of books were quickly carried to their destination and placed, a temporary table was set up in an adjoining room, the books were unpacked and arranged upon it —the titles reading from each side of the table. Then our charging outfit arranged, floor by floor the women were sent in to us, first registering—giving name and cell number—then selecting and having their books charged. Thus in an hour's time we registered 88 women and gave out 87 books, allowing on this occasion but one book to each borrower—judging this to be wise until we saw in what shape they were returned at the end of the week.

The women—old, young, colored, foreign—all seemed delighted with the books and eager to read. It was amusing to hear their comments. Picking up a life of Florence Nightingale, one woman said to me: "How charming! Is this book as interesting as the 'Lives of the queens' Have you the 'Lives of the queens'? I'd like to read that book again." Then, to her companion: "Oh, here is 'Helena Ritchie'! It's fine. It was played, you know . . . Let's see, Sally! Oh, you have 'Keeping up with Lizzie'. That's great fun . . . Here, Maude, take this one—'One year of Pierrot'. If you don't like it, I'll swap with you. I tell you this is a dandy collection of books!"

Having finished in the women's ward, and the books not circulated having been put away safely in the case by the women prisoners deputed by the matron, at once we hurried down stairs to the men's ward. Here we found the case placed and filled with books, the residue in the open boxes lined up in the corridor.

While we dispatched the work of the women's ward, Mr. Klein, according to program, distributed lists to all the male prisoners, requesting them to check the titles preferred. Consequently, when we came downstairs the checked lists awaited us. Realizing, however, that in the limited time at our disposal it would be impossible to circulate the books as planned—since they were neither arranged nor all unpacked—we decided, for that day at least, to give out the books as we had in the women's ward. But the real question was how to work at all in such very limited space.

However, two small tables were placed, and "the Cage" door being unlocked, the men filed out, registered, selected their books as best they could, had them charged, made room for the next in line. It was slow, unsatisfactory work—even the warden recognized that. Fortunately, the men were orderly, patient, helpful, and so somehow we got through. In an hour and a quarter we registered 130 men and circulated the same number of books. Many specific titles were asked for as suggested by the lists, the men's interest having been caught by books on electricity, mechanics, history, science, wild animals, and life in the open—the most popular book, as indicated by the checked lists, being the "Prisoner of Zenda."

Having finished with the men, the warden, Mr. Klein, and myself held a second conference. Realizing that we could not work either efficiently or comfortably in the space available outside the men's ward, the warden invited me to take a look at the court inside the Cage. He had not suggested it before, he said, because he understood my responsibility to the girls and how we would feel about going into the Cage; but it would be all right; and, unfortunately, at present, it was the only available space in which we could work effectively. Later there would be a new wing where things could be made more comfortable.

As a result of this second conference, it was decided that we would come to the jail one afternoon a week; that the books in circulation should be collected prior to our coming; that we would try serving the men *inside* the Cage.

Having bearded the lion in his den, never shall I forget our experience of September 17. Imagine an oblong open court covered with a skylight, the two narrow ends largely

window surface, the walls on the long sides rising five stories high, each story a tier of cells, each cell opening out upon a narrow balcony or passageway, the balconies enclosed from floor to skylight with strong iron bars, the floors connected near one end by a steel staircase.

So much for background. Now, on the main floor, picture to yourself a long, improvised table extending practically the length of the court to the stairway; upon the table one hundred and fifty books being placed and arranged by a half dozen prisoners; two librarians busily engaged in slipping them. As one of those librarians, glancing up, never shall I forget the sight. Out on the balconies, gazing at us curiously through iron bars—yes, as far as the eye could carry—what a human zoo! It was appalling. Nor did it help much to drop the eyes, since all about us striped figures met our gaze, seated on the benches about the walls—these the occupants of the first-floor cells. Suffice it to say we glanced up seldom; simply worked busily away, watched over by a keeper stationed near the entrance.

But, the books being slipped, presto, the scene changed. Like magic the balance of the books were brought in from the case outside, lined up on the table—a row of titles reading from each side—the foreign books bunched at one end. Then, preliminary preparations completed, abandoning the long table to the prisoners, we established ourselves at the charging table near the entrance, and the men were sent in to us by the keepers—tier by tier, floor by floor, surrounding the table, selecting their books, falling into line, presenting themselves at the charging table where—stating cell number and name—their borrower's pockets (filed by cell number) were given to them, the books being charged by a second assistant, the line filing steadily by until all were served. Then, the last man having selected his books, like magic books and table disappeared, so that, the last book charged, turning, one of my assistants cried out to me in wonderment: "But . . . Miss Renninger! Did they take *all* the books? And where is the table?" Gone, and 185 volumes given out satisfactorily in less than an hour. As preparations for supper begin at 4 p. m., this dispatch delighted the warden, since it meant that the routine of the prison need not be upset.

Moreover, we too were pleased, since we recognized that, with the exception of minor details, the problem of successful

administration was now solved. Yes! for with lists of the books posted in all the corridors, a bulletin board in the court posting announcements, privileges, etc., the books themselves comfortably accessible to a large number of men at one time without crowding; a small cabinet case containing dictionaries, an encyclopædia, primers, etc., available at all times for prisoners with student inclinations; prisoners at our disposal for page work—surely all this pointed unmistakably toward efficient civic service.

And here, just a word about the prisoners as library helpers. Keen to work, eager to do things, in a few weeks they became amazingly efficient; in the work of slipping, separating the fiction, arranging the non-fiction by class number, keeping the library assistant supplied with slipping material, deftly removing the books when slipped to the far end of the table; also hunting up the few delinquents, bringing in the books from the case outside, later removing those not circulated—all this satisfactorily and apparently of their own volition, thoroughly enjoying the work, saving us one assistant.

So much for the administrative problem. Aside from that, one of the most interesting, as well as gratifying, features of the experiment has been the number and character of the books circulated. Open ten times, almost every book registers from two to eight or ten circulations; the classed books showing a remarkably good use—almost every book in the men's collection having circulated at least once; most of them four, five, and six times.

Roughly summarized, the following books in the men's ward have circulated every time: Fiction—"Prisoner of Zenda," "Man without a shadow," "Adventures of Gerard," "Hound of the Baskervilles," "Taming of Red Butte Western," "Trimmed lamp," "Lucky seventh," "The mystery," "The Virginian," "The Squaw man"; non-fiction—"Masters of fate," "Land of the long night," "Story of the cowboy," "Story of the wild west," "Indian fights and fighters," "Careers of danger and daring."

Other popular titles having circulated almost every time are as follows: Fiction—"Long trail," "Big league," "Mystery of the lost dauphin," "The barrier," "Street called straight," "Brewster's millions," "Lost leader," "Bob Hampton of Placer," "Gold brick," "Kidnapped," "Mysterious island," "Study in scarlet,"

"To have and to hold," "Simpkins plot," "Between the lines," "Simon the jester," "White fang," "Arizona nights," "Under the red robe," "Captain Macklin," "Man who could not lose," "Better man," "20,000 leagues under the sea," "Gentleman of France," "Captain of the Grey Horse Troop"; non-fiction—"Scientific ideas of to-day," "Beasts and men," "Daniel Boone," "Two spies," "Famous Indian chiefs," "Book of discovery," "Mr. Dooley says," "Magician tricks," "Rough riders," "California the golden," "Blue jackets of '98," "Border fights and fighters," "Ranch life and the hunting trail," "Wild life at home," "Adventures of hunters and trappers," "Story of Grettier the Strong," "True story of the United States," "Irish life and character," "In African jungle and forest," "All about airships," "American battle ships," "With the battle fleet," "Winning out," "Fire fighters and their pets," "Heroes of modern Africa," "Tenderfoot with Peary," "Red book of heroes," "Heroes of the crusades," "Famous cavalry leaders," "Famous frontiersmen," "Heroes of the navy in America," "Story of the American Indian," "Among the great masters of oratory," "Romance of mechanism," "Electricity of to-day," "Innocents abroad," "Romance of modern chemistry," "Manual of practical farming," etc., etc.

Among the women, fiction is liked best. Aside from that, biography, poetry, and the love stories of noted people seem to be most read. Among the most popular books, we note the following: Fiction—"Turn of the road," "Lady with the rubies," "Thelma," "Girl of the Limberlost," "Shepherd of the hills," "Prisoners of hope," "Daughter of Eve," "Cardinal's snuffbox," "Heart of the hills," "Pandora's box," "Molly Make-believe," "Only a girl," "Prodigal judge," "Simon the jester," "Right of way," "At the foot of the rainbow," "Love me little, love me long," "Master's violin," "Romance of Billy Goat Hill," "Rebecca of Sunnybrook Farm," "Calling of Dan Matthews"; non-fiction—"Florence Nightingale," "Home life in Italy," "Story of my life" (Keller), "Fairy Queen," "Shakespeare story book," "Love affairs of Mary Queen of Scots," "Love of an uncrowned queen," "Prisoners of the tower of London," "Stories from Dante," "Why men remain bachelors," "Social life in old Virginia," "Woman's way through unknown Labrador," "Charles Dickens," "Sunnyside of the street," "Wagner's heroines,"

"English poetry," "Through the gates of old romance," "Life of Queen Victoria," "Some famous women," "Story of my life" (Terry), "Lincoln's love story," "What all the world's a-seeking," "Practical sewing and dressmaking," "Twentieth century puzzle book," "Dames and daughters of the young republic," "New York old and new," "Making of a housewife," "Smiling round the world," "Girls' life in Virginia before the war," "One I knew best of all," "Courtship of Queen Elizabeth."

In addition to the English books, we have had urgent calls too for foreign books. In response to the demand, we have supplied and circulated French, German, Italian, Polish, Yiddish and Hungarian books, the largest proportion being Italian and German.

A number of interesting interchange requests have come to us from both departments at the jail. The chief demand of the male prisoners has been for English dictionaries—the request coming again and again. Requests have also been made for a cyclopedia, a dictionary of legal terms, the *World Almanac,* an advanced arithmetic with answers, English for Italians, books on drawing, German for Americans, a Turkish Bible written in Greek letters, an English Bible, requested by a negro, etc., etc.

In the women's ward we have had requests for primers (in order to learn to read), Longfellow's, Burns' and Milton's poems, "Legends of Sleepy Hollow," books to read aloud, book of ragtime songs (wanted by a negress because she got so tired and wanted to amuse herself); also from a certain mother and daughter the following requests: Books on gardening, pigeons, poultry raising—the Philo system preferred; "In tune with the infinite," Farrar's "Great men," F. Hopkinson Smith's "Normandy," Emerson's "Essays," Milton's "Paradise lost," an astronomy—Herschel preferred, Mrs. Schuyler's book on the breeding of toy dogs—"an English publication, you know!"

Upon our arrival at the jail one afternoon we were informed by the warden that we were to have our pictures taken—a flashlight—for Commissioner Davis. We had thought of having a picture taken for the library, but were afraid it was impossible, so had not mentioned it. Strange to say, the men did not object at all to the picture; wished to be in it. We were particularly amused at a certain young Italian, one of our helpers,

who so entered into the spirit of the occasion that he deceived even us. Bringing his books gravely to the charging desk, he held them out, but when Miss P—— tried to take them, he held back, explaining with great naiveté that he was just *pretending* to have his books stamped, so the picture would be natural. And then, alas, one of life's little ironies! In the picture he is completely blotted out by another man. The picture, unfortunately, gives no idea of length; unfortunately, too, a life-sized colored gentleman blots out the warden; otherwise it is fairly satisfactory, as picturing one corner of the court.

As, systematically and efficiently, we developed our scheme of library service for the prison; as time passed and there was opportunity to gauge somewhat the effect of the books on the prisoners, the satisfaction of the warden became ever greater.

Apropos of going into the Cage, he said to me one day: "You have no trouble, have you?—no annoyance of any kind? In the first place, the men are too pleased with the books and what you are doing for them to try any foolishness, and, in the second place, they know better, because the least nonsense would settle the book question for the perpetrators and they are too keen on them to take chances; and, anyhow, they don't want to."

I assured him that we had absolutely nothing to complain of—not the least thing! Only—as I could not come over every time after the work was thoroughly systematized, I still felt reluctant to send the girls alone into the Cage—not through fear of annoyance, but . . . oh, well! I just did not like it—all those men staring at them curiously from the balconies while they were slipping the books.

At this the warden smiled, and said: "Yes, I understand, but it will not be for long. Now you are a novelty, and of course the men notice what you have on and what you do, but there is no disrespect about it, quite the contrary, and pretty soon we will have the new wing completed; then we can manage it differently." That is all he said, but after that, while the slipping was being done, I noticed that the balconies were comparatively empty, many of the men, I imagine, being sent into the yard at that time, or to the other end of the court.

That the prisoners in both wards appreciate the books is shown conclusively by the care they take of them as well as

the large number read. Due to Mr. Klein's warning, in the beginning, before sending the books to the jail, we tipped on the first page of each book a slip which read: "If you wish another book next week, take good care of this one. It must be returned in good condition."

Consequently, although many of the books were partially worn, as yet we have done no mending. Considering the fact that all the books have circulated, being read not once each time circulated, as shown by our records, but a number of times—by cellmate and friends along the same corridors—this is certainly noteworthy. But neither have we lost any books—not a single volume; and of this the warden is very proud—he or his head-keeper clearing up the delinquent list each time the station is open; also seeing to it punctiliously that the prisoners discharged or transferred leave their books in the office before going out.

Considering all this, it may be fairly claimed, I think, that our experiment in prison work has justified itself; will perhaps eventually become a potent force in civic and social betterment.

PARCEL POST

Books had been sent by mail from libraries to borrowers before the establishment of parcel post service, but postal rates were almost prohibitive for popular use, and attempts made at intervals for the reduction of postage rates on library books had been unsuccessful. As early as in 1889 the Brooklyn Library reported sending books by mail. However, it was not until March 16, 1914 that book packages weighing more than one-half pound were admitted to the mails at parcel post rates. This service has not been utilized to the extent that had been hoped, and very little has been written on the subject.

A PARCEL POST LIBRARY SYSTEM

A short article on parcel post service in Wisconsin appeared in the American Review of Reviews for 1915, describing the library service furnished by State Libraries in Wisconsin to people who will pay parcel post transportation charges. This service goes to the remotest parts of the state, sometimes two hundred and fifty miles from the library and in many cases the books are borrowed by the teacher or the leading business man and by them circulated throughout their community.

Twenty years ago Frank Hutchins, with a sympathetic understanding of the book hunger of the boy and girl on the farm, instituted the traveling library system in Wisconsin, which enabled any group of citizens to place in their midst a box of the best books in the world. To get these books, however, required united action and a certain community spirit on the part of the applicants. There are sections so sparsely settled that there is no hope for united action. Some time ago the State Library Commission made a house-to-house canvass in a pioneer territory covering one hundred and fifty square miles in the northern part of the State. It found only twenty-one homes. Five of these twenty-one had no book, not even the Bible, and four more had nothing except the Bible.

Further to carry out the Hutchins idea, and to enable the single individual to obtain a book even though no other individual joined with him, the parcel-post system of delivery of books was established by the State.

Andrew Carnegie has spent several ordinarily large fortunes erecting library buildings in many cities over the United States. Doubtless as much good will be accomplished by Matthew S. Dudgeon, secretary of the Wisconsin Free Library Commission, as the result of his founding a parcel-post library system, accessible alike to the people in city and country, wherever

the mail-pouch of Uncle Sam is carried. This idea is no more acclimated to Wisconsin than to any other State or community. Today it is rapidly growing to oak in the forest.

Once a farm lad, Dudgeon remembered how as a little boy, with his face against the window-pane in the old farmhouse, he waited to see only a team pass on the roadside to break his loneliness. It is this dreariness of the round of pasture, potato-lot, and cornfield that will require the ingenuity of men to alleviate before they can stop the unending migration of the youth of the country from the farm.

When the parcel post was extended to book shipments, an idea struck Librarian Dudgeon, which may help solve the country-life problem. Located in Madison were four libraries with an aggregate of about half a million books and pamphlets owned by the State. The most famous is the State Historical Library, which has become a Mecca for students delving for inaccessible information and original history source material. Came here in his journeys as a student, Theodore Roosevelt, gathering facts for his since famous "Winning of the West,"—and scores of others.

Now, why not furnish these books to individuals where libraries are unknown, asked the librarian of himself. These State libraries belong to the taxpayers, he reasoned, and they are as much the property of the lone settlers on a clearing in northern Wisconsin as they are of the citizens of Madison or the students of the State University situated there.

After consulting a parcel-post map, he called in the newspaper representatives and gave them this story: "Hereafter the State will loan any book in the State's libraries to citizens who will pay transportation charges." These charges, he figured, should not exceed five cents a volume.

The ink of the first announcement was scarcely dry when the following letter was received from a little post-office the library clerks had never heard of before:

Gentlemen: Kindly send to the undersigned at address given, Evers Touching Second. If I cannot get this, send me instead, Matthewson Pitching in a Pinch. Five cents in postage is enclosed.

"Touching Second" was promptly sent to this baseball enthusiast, and thirteen days later the same lad sent for "Pitching in a Pinch."

The second letter ran as follows: "Will you kindly send me some material on onion culture, something that would be practicable for Wisconsin farming?" Then came scores of letters asking for books that give information on weeds, mushrooms common to northern Wisconsin, Germany and the next war, dairying, including milk production, the care of babies, diseases of animals and feeding, handy farm devices, practical silo construction, repairing automobiles, and requests for fiction ranging from Scott and Dickens to Churchill's "The Inside of the Cup" and Porter's "Laddie." During the first eight months 743 requests were received. This seems small when compared with the volume of business of city libraries, but its importance cannot be measured in numbers alone.

Looking over the applications it is evident that the service goes to the remotest districts of the State, sometimes 250 miles from the State libraries. Some of the post-offices are unknown except to the postal guide. Many of the applications are from school teachers, who are getting the books not to make them available for one reader, but to make them available for the entire school. Often, too, some business man or community leader will get a book that is much in demand and relend it to all around him. For example, one banker borrowed two books—Fraser: "The Potato"; Putnam: "The Gasoline Engine on the Farm." The books were retained so long that an inquiry brought the statement that both books had been circulating rapidly among a large number of different farmers; and the request that they be left longer, since the banker had a memorandum of many other farmers who wished to borrow the books as soon as they were obtainable. With each month the number and varying character of the orders have increased as information about the new plan is disseminated. With the reopening of the schools the volume of requests has nearly doubled.

The relative ratios of the character of books ordered are at variance with city library statistics generally. With the latter fiction comprises 70 per cent. of the books loaned. Of the first 743 orders received, which is characteristic of recent orders, 251, or 34 per cent. were fiction; 181, or 24 per cent., were for books on agriculture and home economics; and 311, or 42 per cent., related to history, science, biography, and travel.

Applicants must sign a statement, to be verified by the postmaster, teacher of the rural school, or some other responsible person, that the book will be carefully protected and will be returned after fourteen days unless an extension of time has been granted.

A short account of the successful operation of the parcel post plan was reported by the St. Louis Public Library shortly after the admission of library books to parcel post rates. (Lib. Jr. 1914, p. 405)

Advantage of the new parcels post rates for books has been taken immediately by the St. Louis Public Library. Since March 20 any registered library user has been able to order books from the Central Library to be sent by parcels post. A deposit is made in advance at the library to cover postage. One cent for wrapping books is added to the regular zone rates. Orders for books are given by telephone, by mail, or in person at the library. In case the regular library card is not available, a special card is issued. Books may be returned by parcels post. No deliveries from the central library to the post office are made after 5:30 p.m. To secure quick service by telephone, the library user mentions the words "Parcel post" as soon as connected with the library. Including one cent for the wrapper, the cost of having books delivered in this way in the city and the suburbs is six cents for the first pound, and one cent more for each added pound. Books weighing less than eight ounces are sent as third class matter, at one cent for each two ounces, with one cent added for the wrapper.

The Queens Borough Public Library also reported success in operating the plan. (Lib. Jr. 1914, p. 937)

The Queens Borough Public Library has put into effect in three of its branches a system of parcel post delivery. The idea was derived from the Bulletin of the Washington Public Library, under the librarianship of Mr. George F. Bowerman, and his methods adopted in toto. The borrowers make a deposit of $1.00 and all postage paid by the library and fines due are punched off on his card. Members return books at their own expense, sending a list of preferred books with their card for punching in a separate envelope by letter postage. The

library retains a duplicate of the member's card so that the account is always the same. The member can have the unexpended balance returned at any time on request.

The public libraries of Chicago and Kansas City reported progress of parcel post service in their respective libraries through the Boston Book Company's *Bulletin of Bibliography.* (v. 8, No. 3:64; No. 2:35)

Parcel Post Book Delivery

The Chicago Public Library has made the Parcel Post available to its borrowers by issuing two cards, one blue, one yellow, 3 x 5 inches with rounded corner.

The yellow card is reproduced on page 63 (of magazine). It will be noted that around the edge are figures adding up to 100 cents, which are punched out as the money is needed. On the back of this Subscriber's Receipt Card are spaces for book numbers and loan dates.

The blue card has the same record of 100 cents around its edges and the registration number, name and address of borrower at the top. Printed on the blue card are the following rules which the borrower by signing at the bottom agrees to:

BOOK DELIVERY BY PARCEL POST

Any registered borrower, upon depositing one dollar to cover the cost of mailing books, may participate in this service, subject to the general rules of the Library governing book loans. A receipt card will be furnished, and the various charges for postage will be punched on this card so that it will at all times show the balance to the credit of the borrower.

Loan period (2 weeks) begins on date of mailing, not date of arrival at destination. In like manner loan period ends on date of return mailing, said date in case of doubt to be determined by the postmark. Fines for over-due books will be assessed in accordance with this rule.

In all cases of doubt or dispute the Library records must be accepted as accurate and conclusive evidence.

Responsibility for losses or damages incidental to transportation must be borne by the borrower.

Shipment of books made only when the card accompanies the order. One renewal for additional two weeks is permitted. When renewal is desired, books need not be sent in, but borrower's card must be mailed for restamping.

Books to be returned by parcel post must be securely wrapped and tied, but not sealed. Damages or excess postage charges caused by careless wrapping will be assessed against the sender. Sender's name and address preceded by the word "From" must appear on the wrapper.

No book will be mailed from the Library unless balance remaining on deposit is sufficient to cover all charges. When credit balance falls below ten cents, borrower will be notified to permit prompt remittance for renewal of deposit. Postage for correspondence relating to parcel post shipments will be charged against deposit.

Any unexpended balance remaining on deposit will be refunded to the depositor on application.

The borrowers are requested to state on their orders the limit of time in which books will be of use, if it is not possible to send them promptly because in circulation at the time of request.

Books may be sent from or to Library by parcel post at the following rates:

Weight	Local Rate	Zone Rate	Weight	Local Rate	Zone Rate
1 lb.	$0.05	$0.05	4 lbs.	$0.07	$0.08
2 lbs.	.06	.06	5 lbs.	.07	0.09
3 lbs.	.06	.07			

The above conditions are understood and accepted by the undersigned.

Books by Parcel Post

The following notice in use by the Kansas City Public Library is timely and will be a help to other libraries.

Suggestions for Library Service Through Parcel Post

Books may be sent from or to the Library by parcel post at the following rates:

Weight	First Zone	
	Local rate	Zone rate
1 lb.	$0.05	$0.05
2	.06	.06
3	.06	.07
4	.07	.08
5	.07	.09

Books will be delivered by parcel post if postage and library cards are received with request. Since it may be impossible to fill requests immediately, please state the limit of time in which the books will be of use to you. If they cannot be supplied within that time, postage will be returned.

Borrower is responsible for books until they are received by the library. Books lost in post must be paid for by borrower, as they are mailed at his risk.

Send a card and 6 cents to the library for each book desired. If on the shelves, same will be mailed immediately. If less postage than received is required, excess will be returned with book. If additional postage is required slip stating amount due will be placed in book pocket and card held until cleared. If postage is due, place same in book pocket with postage due slip, when book is returned. If book asked for is not on shelf, card and postage will act as a reserve, and book will be sent when available.

In figuring overdue penalties, subtract date book is due, as shown by card, from date returned, at 2 cents per day: viz: date stamped on card 2, date returned 5, 3, days overdue, or 6 cents; or, date stamped on card 28 (month of 31 days), date returned 4, 7 days, 14 cents. Overdue penalty will date from time of deposit in post office. When returning overdue book, place postage covering penalty in book pocket.

If a card is held for fine or postage, no book will be issued on card until cleared.

To return books to the library by parcel post, books must be well wrapped, taken to post office or substation, prepaid, addressed to Kansas City Public Library, Kansas City, Mo., with sender's name and address on package. Printed labels (see sample below) will be furnished patrons at library. Borrower's card must be left in the pocket in the book. Do not seal package, or first class rate will be charged. Do not leave package on mail box. If another book is desired, enclose list and postage.

Labels on books delivered by parcel post will show amount of postage necessary for their return. If not received by parcel post, weigh and use rate given on labels furnished by library.

Books (other than those limited to 4 or 7 days) may be reserved and sent by parcel post on deposit of library card and sufficient postage to cover carriage. If a postal card (or 1

cent additional) is left, the patron will be notified on mailing of book.

It is desirable that patrons using the parcel post send in a list of several titles desired, arranged in order of preference. Requests will be filled in order of list arrangement.

Books cannot be sent on telephone request, unless the card of the applicant is in the library, together with a deposit to cover postage.

Return label (gummed), actual size 5×3 *in.*

From.....

Address.....

Kansas City Public Library

Ninth and Locust

Kansas City, Mo.

Weight	Parcel Post Rate First Zone	
	Local Rate	Zone Rate
1 Pound	$0.05	$0.05
2 Pounds	.06	.06
3 Pounds	.06	.07
4 Pounds	.07	.08
5 Pounds	.07	.09

8 oz. or under, 1c. for each 2 oz. or fraction.

HOME DELIVERY OF BOOKS

One of the earliest references to the delivery of books to homes of individual borrowers was made in his report on *Branches and Deliveries* by Hiller C. Wellman, in 1898, referring to the Milton, Mass., Public Library. It was remarked that the simplest form of delivery is not a station, but a home delivery by messenger. The procedure for house to house delivery in most cases was for the library to supervise such delivery service carried on by an outside agency. The problem of adjusting the expense has probably been the greatest difficulty to overcome.

HOME DELIVERY OF BOOKS

The delivery of books to the homes of readers was a new feature tried in some Massachusetts public libraries and the progress of the idea was reported upon by the Committee on Library Administration of the A.L.A. in 1902. This committee consisted of Hiller C. Wellman, William R. Eastman and Nathaniel D. C. Hodges, who prepared the following report, read at the Magnolia Conference of the A.L.A. in July, 1902.

Delivery of books at the houses of readers is a new feature tried by a few libraries. The committee has received reports on the subject from Milton, Somerville, and Springfield, Mass.

In Springfield, Mr. Dana made the experiment of sending in April, 1901, 1,200 circulars, offering to deliver books at the door to all cardholders in a household once a week for ten weeks, upon payment of five cents per week—not per volume delivered, nor per individual, but five cents per *household.*

A hundred and twenty households, representing an average of three borrowers each, paid for the delivery, and about 222 volumes were issued weekly. Nearly 50 per cent. of the subscribers were not previously users of the library. The receipts were $6 per week, and the cost to the library for horse-hire and the services of a high-school boy, etc., amounted to nearly $10 per week.

The next autumn a thousand circulars were sent out, offering to continue the home delivery at the rate of 8⅓ cents per week. Less than sixty households subscribed, and the number decreased by May 1, 1902, to thirty-two. The receipts the past year, therefore, have ranged from a maximum of $4.80 to a minimum of $2.56 per week, and the cost has averaged from $3.75 to $4 weekly, including $2 per week for horse hire.

This latter figure represents the cost of the delivery proper, and does not include the expense of sending circulars and lists of books, or of looking up and charging the books.

The percentage of fiction issued in this way has been somewhat higher than that at the library. The most frequent complaint was caused by the failure to get the book desired, especially the new novel. Generally, when unable to fill an application, the library chose a volume as a substitute, and many readers left to the library the selection of books to be sent. This gives the library a valued opportunity to distribute good literature, but the reader is not always satisfied, and the labor involved is a very considerable item.

In Somerville Mr. Foss began last October a system of home delivery, conducted by school boys, usually twice a week. Each boy has assigned to him a district containing about 3,000 inhabitants, and this he is expected to canvass thoroughly, and to deliver and collect books at two cents per volume the round trip. This fee he pockets for his labor, and a good boy should earn about $1.50 per week.

Thus the library is not involved in the scheme financially, but must devote much time to organizing and supervising arrangements and to selecting and managing the boys.

Between two and three hundred volumes are delivered weekly, and the character of the literature is about the same as that issued at the library.

In Milton Miss Forrest began Jan. 1, 1902, a system of home delivery covering sections of the town remote from the library, which is paid for by the library without any charge to the borrower. A man is hired to "make the delivery on Thursday of each week, for $5 a delivery, with the understanding that the price is to remain the same, should the number of books to be delivered increase."

The messenger serves about eight hours per week, and, of course, distributes call slips, bulletins, fine notices, etc. The delivery has increased from 23 to 80 volumes per week, making the cost now about seven cents per volume, and fiction is only 62 per cent. of the issue. The home delivery, Miss Forrest states, "has increased the circulation and the number of cardholders, and has reached many residents of the town who have never before used the library."

These are the facts so far as ascertained. Your committee is unwilling yet to pronounce an opinion, but thinks the Association should give careful consideration to the matter, with a

view to weighing the *pros* and *cons* and determining whether the advantages of greater convenience to readers and of interesting persons not previously using the library, outweigh the disadvantage of losing the benefits derived by the reader from visiting the library itself.

HOUSE TO HOUSE DELIVERY OF BOOKS

This feature of the work of the Milton, Massachusetts Public Library was referred to in 1898, and the progress of the idea was reported in an article contributed to *The Library Journal* of 1905 by the librarian, Gertrude E. Forrest.

After some time in the Issue Department of the Boston Public Library, Miss Forrest was appointed librarian of the Milton, Massachusetts Public Library. She resigned from this position in 1918, because of ill health.

Will the public library of the future undertake to supply books to the homes of the people?

This is a question which librarians are already asking, but it is one difficult to answer.

That the increasing rush of modern life makes it desirable to supply books to the student as well as to the casual reader, with the least expenditure of time and labor, no one can deny. Why, then, should not our public libraries deliver books to the homes of the people and so save the busy man or woman the time required to make a trip to and from the library?

The strongest argument against house to house delivery is that it would keep people away from the library and deprive them of the broader means of culture, for which a library provides.

Offsetting this argument, which certainly has foundation, is another quite as strong, that house to house delivery, by making the homes the reading rooms would help to preserve and protect the home life, which is now menaced by so many outside activities.

The experiment of house to house delivery has been made by several libraries with varying results. At the head of this list, rated by the number of books delivered, stands the Book-lovers' Library, with its circulation per year of several million volumes. This library is, however, a purely business enterprise,

and its work is not comparable with the work done by free public libraries.

At the conference of librarians, held at Lakewood-on-Chautauqua, N. Y., in July, 1898, Mr. Hiller C. Wellman read a paper on "Branches and deliveries," from which I quote the following:

"The simplest form of delivery is not a station, but a home delivery by a messenger such as is in operation at the Mercantile Library of New York. 'For two dollars per year books are delivered to any part of New York south of the Harlem River. No limitations are placed upon the number of books which may be delivered for this sum, excepting that the extra books which are permitted to be taken in the summer cannot be delivered under this arrangement.' (77th annual report, 1897, p. 11.)

"Mr. Peoples, the librarian, writes: 'We have members who get as many as three and four deliveries each week for at least eight months in the year.' The library also sells a postal card to members (not paying by the year) 'for five and ten cents each, which insures the delivery and return of one book.' 'We start the messengers on the deliveries for the residences at about two o'clock p.m. each day. We divide the city east and west and make deliveries to each side on alternate days; three times per week on the east side and the same for the west side. The books are carried in straps, and when the bundles are not too large we always utilize the surface street cars. These messengers are regular employes of the library.' 8417 volumes were so delivered last year. The advantages of this arrangement over the old system of delivery stations appear to be sufficient here to induce the borrower himself to bear the expense of transportation. I know of no public library employing this system, and, if substitute for delivery stations, it would cut off the poorer public unless the expense were borne by the library. The scheme is of interest, however, as a possible future line of development."

Quite recently Mr. Peoples has written to say that the home delivery of books is still in successful operation. The fee for this service is now $1 instead of $2. The delivery is made by horse and wagon, with two men on the wagon. Printed postal cards for ordering books are furnished to readers free of charge.

In April, 1901, Mr. Dana, then librarian of the City Library, Springfield, Mass., sent out 1200 circulars offering to deliver books once a week, for ten weeks, to any householder who was willing to pay five cents per week. The fee of five cents was

for the entire household, not for each individual. One hundred and twenty families, with an average of three borrowers each, subscribed to the home delivery service. The receipts were $6 per week, and the cost to the library for horse hire and the services of a high school boy amounted to nearly $10 per week. The next year it was necessary to increase the delivery rate to eight and one-third cents per week. Less than 60 families subscribed, and the number decreased in six months to 32 families. In 1904 Mr. Wellman, who succeeded Mr. Dana, reported that the home delivery had not materially increased for two years, and that he should seriously consider discontinuing it were it not that many of the subscribers depended on the service and the cost to the library was little or nothing.

I quote from Mr. Wellman's letter, to show the methods used in Springfield: "The library has persuaded some high school boy to undertake the delivery, he being paid for the service directly by the subscribers. Books are delivered every Saturday. One dollar pays for deliveries for 12 weeks, and includes books for all the members in the household of the subscriber. The messenger pays his own expenses for buggy hire, etc. The library takes the applications which are made to the messenger, hunts up the books and charges them to the borrower. They are then delivered to the messenger, who is responsible for the books from the time he receives them. Theoretically, the case is the same as when a borrower sends a servant with an application for a book; but practically the library has supervised the work to a certain degree, and it has been under the auspices of the library. The library has therefore required the messenger to submit for approval notices which he proposed to have printed in the papers about the service. The messenger cleared from $1.50 to $2 per week above his expenses, and it took him on an average a little more than a long half day weekly. The library has allowed the messenger to take with him on his rounds a travelling library of 20 or 30 volumes, from which the borrower could select in case he were disappointed in the book which he had applied for. Books which were picked up to be returned to the library were also available if another borrower wished to draw them. This travelling library feature was very popular. One difficulty of the system has been that when a pushing boy has had a successful year and brought the delivery to a point where he thought

it could be greatly extended the next year, he would leave school and some other boy, unfamiliar with it and perhaps less enterprising, would take it up. It is not impossible that a man on the library staff will take up the undertaking (as a private venture, of course, and outside of his library hours), and if the delivery should not increase after a year or two of his continuous service, it would be evident that there is not enough demand for it to make it worth while."

The next library to experiment along this line was the Public Library of Somerville, Mass. In October, 1901, Mr. Foss began a system of home delivery, carried on by school boys. The city is divided into districts of about 3000 inhabitants, one boy being assigned a district, which he is expected to canvass thoroughly. The boy is paid by the recipient of the book at the rate of two cents for the round trip. The library is not responsible financially for the system, but it supervises the selection of books and also the general management of the boys. Mr. Foss, in speaking of the delivery says: "Boys are unsatisfactory carriers. If we could get the right boys the system would be satisfactory. We have not yet got the right boys."

For a more detailed account of the systems in operation at Springfield and Somerville, see Mr. Wellman's report on "Home delivery," made at the Magnolia conference, in 1902. (LIBRARY JOURNAL, July, 1902. p. 88.)

Some time in August, 1901, the Enoch Pratt Free Library of Baltimore consulted a messenger service company, with reference to handling the home delivery of books for those who might be willing to pay for it, but a sufficiently low rate of service could not be obtained. Later a private individual undertook the work. His plan of work, although not successful in the end, may be suggestive to other libraries contemplating house to house delivery. One section of the city was taken at first as an experiment; this was thoroughly advertised. "He has eight drug stores as stations, so selected that no person in that section of the city included in his experiment, has more than three or four blocks to go to a station. At these drug stores finding lists and library blanks are supplied. Orders for books, with the borrower's library cards are left at a drug store, where the charge for delivery, three cents per week, is collected. Once a day these orders are collected by the messenger, who then

delivers the books called for to the homes of borrowers. When the borrower has finished using the book, he leaves it at the drug store for the messenger to return to the library. The service between the library and the drug store is performed by a man; from the drug store to the homes of borrowers by a boy." In spite of this carefully planned scheme, the experiment was not successful and the delivery was given up after a few months.

The Public Library of Milton, Mass., has since January 1, 1902, sent out books to homes in certain parts of the town, where the distances are too great to be covered by delivery stations. No fee is charged for this service. The delivery, covering a territory of from twelve to fifteen miles, is made once a week at a cost of six and one-third cents per volume. The man in charge registers new borrowers, collects call slips, fines due and books to be returned; for all fines collected, he gives a receipt, signed by him at the time the fine is paid. He distributes blank call slips, bulletins, etc. Requests for books are either mailed to the library or handed to the messenger with books to be returned. If requested, the library substitutes new books or books on particular subjects, for titles on the regular call slips. When the titles become too few to insure a successful application, the following form is sent out:

MILTON PUBLIC LIBRARY,
MILTON, MASS.

.....190

Only.....book titles remain on your call-slip. Unless we receive more slips before.....we shall be unable to fill your orders on the next delivery.

GERTRUDE EMMONS FORREST, *Librarian.*

The process of charging and packing books is simple. In addition to the regular alphabetical list of cardholders, there is a card catalog of householders, arranged in the order in which they are located on the route of delivery. On these cards are entered, in addition to the name of the householder, the names of the family, including servants. All books charged to borrowers in one family are tied together with an ordinary book strap, on which is a key tag with name of householder. The packages of books are then put into the boxes in the exact order in which they are to be delivered, the books to be delivered

last, of course, being put into the box first. Boxes made of leatheroid are cheaper and lighter to handle than those made of wood. The service is very satisfactory and the class of books in demand is exceptionally good.

The latest experiment with house to house delivery has been made within a year and a half at Hazardville, Ct. Mr. H. W. Miner, the library director, makes the following report of the work there: "The house to house delivery here in Hazardville has been in operation for about six months and gives good satisfaction as far as I have been able to learn. The cost is perhaps high, but I think it might be lessened another year. The village is about four miles from the library and until about six months ago the books were taken by team to and from the library to a station in this village, and each book taker was obliged to go to the station with the book and then go again and get the new book when it came from the library, making two trips for each exchange. This system cost forty dollars per year for one exchange per week. The carrier now uses the trolley cars instead of a team and picks up and delivers the books to the houses for the same price as before. The carrier has a milk route and picks up the books while delivering milk on Tuesday mornings. In the afternoon he takes them to the library by trolley and exchanges, delivering them to the houses Wednesday morning, with his milk team. The cost per book I cannot give you very closely but think it is a little under three cents. The total cost is the same whether there be few or many books. Very likely improvements will be made next year in both service and cost."

Last December Mr. H. J. Bridge, who succeeded Mr. Miner, wrote to say that the home delivery had been discontinued. They paid the carriers $40 per year for collecting and delivering about 40 volumes per week, a cost per volume of 19 3-13 cents, which evidently proved prohibitive.

From this résumé it will be seen that house to house delivery of books is still experimental, and a method difficult to adjust, especially in the matter of expense. In spite of these obstacles the library of the future will no doubt consider house to house delivery as much a part of its regular routine as many of our present devices, which to the library of one hundred years ago seemed little less than impossible.

INTER-LIBRARY LOANS

The idea of lending books to other libraries, even to those at a considerable distance, is not a new one. As early as 1876 Samuel S. Green, then librarian of the Worcester Free Public Library, reported that the Boston Public Library allowed students in special branches of knowledge, when properly introduced, to take out books needed in the pursuit of their special investigations, even though they did not live in Boston. William H. Brett of the Cleveland Public Library, reported in 1903 that "The most important work of this kind has been done in connection with the library of the Surgeon-General at Washington." He went on: "A similar plan of mutual accommodation has prevailed among large libraries to a moderate extent for years, and the courtesy has been extended by some of the larger libraries to smaller ones whose collections were not sufficient to reciprocate in any way. Although perhaps these loans will always form an inconsiderable item of the work of our libraries, the plan affords a further possibility of saving to them."

INTER-LIBRARY LOANS IN REFERENCE WORK

The progress of the inter-library loan system from 1876 to 1898 was the basis of a report by Samuel S. Green, librarian of the Worcester, Massachusetts Free Public Library in 1898. This paper was prepared for the Chautauqua Conference of the A.L.A. at Lakewood, N.Y. and read before that body on July 7, 1898.

A sketch of Mr. Green appears in Volume 1 of this series.

Twenty-one or 22 years ago I sent a communication to the first number of the LIBRARY JOURNAL to awaken an interest in inter-library loans.

Today after having as a librarian borrowed books from other libraries and lent books to other libraries for 20 years, and having done so extensively, I am again to present the subject to librarians. I shall not give statistics, but state general principles and conclusions.

Although books were lent by the Boston Public Library to a certain extent to individual investigators outside of Boston early in its history, the first instance of a general and systematic plan in this country of loaning books to out-of-town libraries was that formed and acted upon in the great medical and surgical library of the Surgeon-General's Office, by Dr. John S. Billings, during his able and progressive administration of the affairs of that institution.

Since Dr. Billings set the example many libraries have shown readiness to lend books to one another for purposes of reference.

Among the libraries where I have noticed great liberality in this way are those of Harvard, Columbia, and Yale Universities, the Boston Public Library (at certain long periods in its history, and especially now), and the Boston Athenaeum.

In fact with a few notable exceptions, I have been able to borrow from almost every important library. The Library of Congress and the Astor Library have been marked exceptions. Let us hope that the progressive spirit which animates the administrator of the library, of which the latter is now a portion will infuse a similar spirit into the governing body of the New York Public Library and open the treasures of the last-named library (in so far as practicable) to people in other parts of the country through the libraries in the places in which they live.

I have sent for books to a place as far from Worcester as Detroit. I frequently borrow from the library of the Surgeon-General's Office. I have had a precious and unique manuscript entrusted to me by the custodian of one of the law libraries of Boston for the use of a special student.

Libraries do not, of course, lend to one another books which are in constant use and, only upon extraordinary occasions, very rare or expensive works.

Inter-library loans are of especial advantage to towns having educational institutions with which are connected instructors and students who are making original or profound researches. I should like to add, however, that I have also found them of great use in satisfying the general popular wants of a community.

It is very largely volumes of periodicals, or monographs on special subjects, that are lent to one another by libraries; such works as are only occasionally used in any one library.

I have at different times borrowed two Chinese dictionaries, numerous volumes in Russian literature, and works on Esquimaux notation for students in Worcester. I found them all in when I applied for them, and this leads me to say that a few copies of many books are enough to supply the demand for them throughout the country.

Libraries lending books out of town to strangers prefer to lend them through other libraries, because, while a library knows how much freedom in the use of books it is safe to allow to one of its own users, it does not know how far it is well to trust most of the users of the out-of-town libraries.

The library in Worcester has, of course, lent books as well as borrowed them. These have been largely lent to libraries

in the neighborhood of the city, and I have found it well to have a printed blank to put into the hands of country librarians to fill out in asking for loans. I have lent books to libraries at a great distance from Worcester. Thus, when Mr. Dana was in Denver he not infrequently asked me to lend books to the Public Library there. I always did what he asked me to do and sent the books as registered mail instead of, as usually, by express.

The work of a lending library is much increased when the request for books from another library comes in the form of a desire for the best books on a given subject or for a list of books. Some tact and discretion has to be used upon some of these occasions. Almost always, however, whether practicable or not to do all that is asked for, it is possible to render important assistance without allowing yourself to be imposed on.

I am decidedly of the opinion that the plan of inter-loaning has not yet been carried anywhere so far as to become a nuisance. If it should become so, it could probably be abated by enforcing rules dictated by common sense without the necessity of refusing to lend at all.

I am of the opinion that the system of library inter-loaning should be more widely extended, and that small libraries should lend to one another, as well as the smaller libraries borrowing from larger ones.

The rules of lending libraries should be strictly observed by borrowing libraries, and the latter will often have to be very carefully on the watch to get back from individual borrowers books in time to be returned when due. A good deal of judgment should be used, even, as to whether in individual cases it is wise to allow the books borrowed for consultation to be taken from the library building of the borrowing library. Whenever it is evident that books can be used in the library building without much additional trouble to the investigator, their use there should be gently insisted upon.

Libraries differ in regard to the amount of formality to be used in lending books to one another. In the case of the library of the Surgeon-General's Office, a library wishing to borrow books from it, from time to time, signs a contract with it. The Boston Athenaeum sends out a postal-card with every

loan, with another attached (directed to its library), to be mailed to it when the book is returned. The Boston Public Library has a printed card which it uses in answer to applications for loans. Other libraries lend books more informally. Libraries should always acknowledge the receipt of books borrowed and send notice when they are returned. In all cases borrowing libraries take all risks, pay for injuries to books and make losses good. They also pay expenses of carriage. It is preferable to send books by express, as an express company holds itself responsible for the cost of the books when proper arrangements are made Books are often sent as registered mail. During the 20 years that I have been borrowing and lending books—and I borrow and lend on a large scale—no books have ever been injured or lost.

Shall expenses of carriage be paid by the borrowing institution or by the individual for whom the books are borrowed?

I favor the course of the payment of costs by the library. The library wishes that all residents should have such books as they need in making investigations. If it is without the books needed, and does not think it well to buy them, or cannot buy them in time for a present need it seems to me wise to place the inquirer on the same footing with investigators for whom you can provide books from your own collection, and supply the books which you borrow for him without expense.

But is not the plan of inter-loaning a one-sided affair? Do not the large libraries do favors without return?

Often they are willing to show favors to smaller libraries on the ground of noblesse oblige.

But should not smaller libraries try to make some return?

They should be careful, it seems to me, to see that the large libraries are fully supplied with such local literature as they desire, and should be on the lookout for opportunities to help the larger libraries.

I feel very sure, however, that college and city libraries, in the long run, will find substantial returns for kindnesses rendered to investigators in small places through libraries, resulting from the kind of feelings engendered by generosity among persons of small means, perhaps, but of large influence.

RELATIONS OF THE GREATER LIBRARIES TO THE LESSER

The following report is a part of a paper read before the Illinois Library Association, April 21, 1905. The author, Charles J. Barr, at that time assistant librarian of the John Crerar Library, Chicago, Illinois, outlines the practice of the Illinois State Library, the University of Illinois, and the John Crerar Library, in 1903.

In 1902 Charles James Barr left the teaching professon to enter that of librarianship by way of the Albany Library School. His first post was that of classifier and cataloger in the Wilmington, Delaware, Historical Society's Library. After some time at the Library of Congress, he became reference librarian, and in the following year, assistant librarian of the John Crerar Library. This post he held until his appointment to the assistant librarianship at Yale University, in 1917. That same year Yale conferred upon him an honorary M.A. degree. He remained at Yale until his death in 1925.

The coöperative activity of libraries is of comparatively recent growth, but that growth has been rapid and varied. Those phases of the development which have meritedly received most attention from librarians have to do rather with the collection and preparation of books. I refer to coöperative book selection and coöperative cataloging. We are all familiar with such undertakings as the A.L.A. catalog and the Library of congress printed cards.

However, let us not lose sight of the fact that printed cards have their relation to the distributive work of libraries through reference work. Through them may be made known to those at a distance the resources of a library and the student guided to his sources of information. It was eminently fitting, there-

fore, that the Library of congress should undertake the issuing of printed cards and the placing of depository catalogs at centers throughout the country. The present librarian of congress has from the first fully recognized that the national library, as he himself expresses it, owes "a service to the country at large; a service to be extended through the libraries which are the local centers of research involving the use of books."

I come not to exploit the undertaking of any one institution; however, it is but natural to illustrate one's theme by concrete instances. It may not be known to all that the John Crerar library prints its catalog entries and that it offers these cards for sale for either catalog or reference purposes. Moreover, it maintains several depository catalogs in this state.

A second important means of establishing mutually beneficial relations between the greater and the lesser libraries is their publications. An examination of the annual reports of the larger libraries might not be found to come amiss. Finding lists and other bibliographical publications, while intended primarily for the immediate patrons of the library, should reach a wider constituency. They may be issued by the coöperative effort of several institutions, as are our union lists of periodicals, or they may represent the resources of a single institution. Be it remembered that they are valuable reference tools, especially to small libraries, whether they represent the selected best books or the exhaustive complete resources of the specializing library.

Library clubs in the centers of library interests deserve much credit for what they have accomplished in coöperative publishing. This is notably true in Chicago, and no librarian in Illinois should fail to acquaint herself with the List of serials in the public libraries of Chicago and Evanston, issued in 1901. This list should be in every library in Illinois. It is a painful fact that such lists are out of date as soon as they are issued if the libraries represented therein are growing. The Chicago library club has not found itself in a position to issue the supplements necessary to keep this list up to date, but this fact has given to the John Crerar library its opportunity to prove its usefulness to its fellow institutions. The first supplement was issued in 1903 and the second, now in preparation, will replace the first, as it will cumulate the new material with

that in the first supplement. It is probable that in 1907 the supplement will be revised again, and by 1909 a consolidated edition of the original list and supplements will be issued.

Among other publications of the John Crerar library, are a List of books on industrial arts, and a List of dictionaries and cyclopedias. These are all sold at a merely nominal price, equal to about one-quarter the cost of the paper and press work, plus the postage if sent by mail.

There are two methods of coöperation which appear to have received comparatively little attention in our state and national conferences. I refer to inter-library loans and reference work by correspondence. There has been some mild suggestion that we might raise the standard of cheerful giving in respect to inter-library loans and thereby broaden our field of usefulness. Dr. Richardson told at the A. L. A. conference at St Louis of the uniform courtesy of European libraries in loaning even their most precious manuscripts for the use of scholars engaged in research work. Dr. Biagi assured us that the national, university, provincial and town libraries of Italy interchange loans of books and manuscripts freely. Dr. Anderson explained that similar conditions obtain in Sweden, where rare works are sent both to libraries and to individuals at a distance, even abroad. No definite regulations exist, the loan is purely voluntary and the system, if such it may be called, has been built upon the Swedish Accessions-katalog. In these countries libraries have the franking privilege and this materially affects the situation. In the United States, Congress, though it has been importuned repeatedly to establish a free post for inter-library transportation, is still obdurate save in respect to the transportation of books for the blind. Hence the reader who would have a book sent to him from a distant library must incur the expense of postage or express charges both ways. This doubtless is having a decided effect in retarding the spread of inter-library loans in any systematic way.

To the second means mentioned above of making use of special collections in the larger libraries, namely correspondence, I find no allusion in our library periodicals. This, of course, does not mean that libraries are not using correspondence as a means of cooperation in reference work; it possibly signifies rather that it is taken for granted that an inquiry for informa-

tion readily obtainable in the libraries which are the storehouses of great collections will meet with courteous attention from the librarian or his assistants.

Let us now come nearer home and consider conditions that obtain in our own state. Every person engaged in library work in Illinois, who meets the public to any extent in that work, no matter how humble the library in which he works, should consider it his duty to acquaint himself with the resources of the state in the centers of library interests. He should know what cities have creditable public libraries, such as are to be found in Rockford or Peoria, and when it is advisable to turn to them for help. He should know for what he may look to Springfield, when to turn to the University of Illinois or to the libraries of Chicago. He should know that at Springfield there exist two institutions supported by the state—the State historical library of some 14,000v. largely on Illinois history, and the State library of 40,000v., one-third of which are documents. While these two institutions are not all that they might be to the reading public and the scholars of the state, any more than are the Chicago libraries, the fault can hardly be ascribed to those in charge of them, and they doubtless stand ready to do what is in their power to do. Regarding the State library I quote the Illinois Blue book: The patronage consists largely of those connected with the state government and of the citizens of the capital city, though people throughout the state address many communications to the librarian. The librarian also furnishes much bibliographical material to smaller libraries and reading clubs.

The University of Illinois has no set rules regarding interlibrary loans nor reference work by correspondence, but it meets every request as fully as possible. It has a good many demands from libraries, schools and club members for the loan of definite books, or for two or three books on a specific subject without titles being given. If such books are of a general character they are sent at once subject to recall if needed. If they are special, the matter is referred to the head of the department most interested and effort is made to satisfy the request. Many reference lists are made for outsiders. The reference librarian reports that they have averaged two or three a month for several years. If the material is not needed at once the work is sometimes done by the school as practice.

In cases requiring an undue amount of time the library engages someone to do the work and charges for the actual time. Inquiries are numerous for selected lists for club work, for children's reading, or for schools. It is felt to be the province of the state university to meet these demands as fully as possible with its available force.

Chicago, as the largest center of population in the middle west, naturally has the largest library resources and offers to scholars in some lines unexcelled opportunities for research work. There is not time here to detail all the collections. Something is to be said, however, regarding the spirit of their interpretation of their place in the library interests of the state.

The Chicago public, as the great circulating library, doubtless has more calls for inter-library loans and reference work by correspondence than any of the other libraries. In the by-laws revised to October, 1903, will be found the following: In order to extend the usefulness of the library an inter-library loaning system is approved, and the librarian is authorized to honor at his discretion requisition from other libraries for books for special use, and to make requisitions upon other libraries for books for patrons of this library.

The library can hardly be outdone in its generous interpretation of this provision. Not long ago at the request of a Spanish scholar, then studying in Florence, a manuscript of an old Aztec mystery play of the early sixteenth century, which is in the possession of the library, was sent to him with the privilege of retaining it abroad until he had completed a translation of it. Further, I am told that the demands for reference work by correspondence are numerous and that attention to these demands occupies no small part of the reference librarian's time.

Series 1, vol. 1, of the University of Chicago Decennial publications consists of the president's report and includes in the librarian's report some interesting information regarding inter-library loans. The statement there made and that of the University of Illinois previously quoted, seem to indicate that the libraries of educational institutions have taken a more advanced position in the matter than have most reference and public libraries.

The regulations of the Newberry library specify five leading

institutions in Chicago and vicinity whose requisitions the librarian is authorized to honor. There is no provision stipulated for loans to small libraries. The librarian replied to an inquiry, that a volume would be loaned to any university or large library, the idea being to aid in the prosecution of some important investigation. The request must come from the librarian of an institution that guarantees against loss and agrees to reciprocate. Receipt of books must be acknowledged and their return must be prompt. Certain classes of books are excepted.

The regulations of the John Crerar library, so far as formulated, may be briefly stated as follows:

1. The reason for the loan must be something beside the convenience of the applicant.
2. The book shall be one not likely to be called for.
3. It shall be kept out but a short time.
4. A satisfactory guarantee of its safe return shall be made.

No large number of books is sent out during the year, as the demand by mail is not great. Most such calls that come from other institutions are honored, as they are usually for volumes of periodicals seldom called for. Nothing in the library's policy would prevent compliance with a request because it came from a small library. Naturally a previous arrangement by which guarantee of safe return of all such loans has been made facilitates prompt sending. The provision that the occasion must be something beside the mere convenience of the reader is strictly adhered to and quite properly excludes sending to the smaller libraries in the vicinity of the city. Transportation facilities are not yet perfect in Chicago, but they are quite as usable for readers as for the army of daily workers in the city's center. No book shelved in the reading-room is ever allowed to leave the library. Unbound periodicals will be sent if not likely to be called for. Doubtful cases are usually referred to the reference desk to determine the likelihood of inconvenience. There is no definite limit of time, a matter which is left to the librarian's discretion.

Reference questions within the scope of the John Crerar library will meet with all possible attention from the library. Brief bibliographical lists will be made or the library will supply at very small expense printed cards for titles on a given

subject representing either a selected list or the library's complete resources.

A few words to summarize conditions and to point out the desirable trend of future developments. Conditions are not, and can not be, uniform in all classes of libraries as regards inter-library loans. State libraries in some cases are, and in all cases should be, the centers of this work for their respective states. Other libraries are established primarily to meet the needs of the community in which they are located; a state library can hardly fittingly be called such unless it meets the needs of the whole state. Libraries in our higher institutions of learning, it must be acknowledged, are ahead of most of us in their generosity toward similar institutions. The state universities are going further and meeting other calls upon their resources and the time of their assistants; but they can not be expected to do this at the expense of their best interests. Public circulating libraries are justified in serving the needs of neighboring communities, especially if they have large collections of books seldom called into circulation. Their patrons can not complain so seriously if their use of a book is delayed by its being in another reader's possession. Great reference libraries are usually storehouses in their specific lines. When located in a great city they have much larger and more varied daily demands than do university libraries. Their patrons are more likely to be of a class who do not wait patiently for the return of books that are loaned. However, the importance of this may be exaggerated.

Librarians making requests for information or for the loan of books should keep in mind the following principles:

Pick the institution that is most likely to be able to meet the need.

Do not ask the loan of recently published books easily obtainable in the trade.

Be prepared with the authority of the board to guarantee against loss.

Give careful attention to prompt return.

INTER-LIBRARY LOANS

The Library of Congress, which is the nation's library, stands ready to aid anyone in various ways. Its publications, bibliographies and catalog cards are free for the asking or for very small sums. Its books come and go, as freely as may be without hindering the service in Washington. There is little evidence that any attempt was made to treat systematicaly the practical problems involved in inter-library loans for many years after the first appeal in 1876. The subject appeared on A.L.A. programs, but practical use came much later.

The following report on the inter-library loans of the Library of Congress was prepared in 1909 by William W. Bishop, at that time superintendent of its Reading Room.

A sketch of William Warner Bishop appears in Volume 4 of this series.

The practice of lending books between libraries is doubtless not wholly a development of recent years in America. In the very nature of things it is likely that an institution not finding on its shelves a book urgently needed by some scholar pursuing investigations among its collections should seek to aid his researches by borrowing for his use the work desired. When this practice began we cannot say definitely. In the very first volume of the LIBRARY JOURNAL, Mr. S. S. Green, of Worcester (who has only recently retired from the direction of the Worcester Public Library), put forth a plea for the encouragement and increase of this method of supplementing deficiencies.*

There is little evidence in our professional literature that any attempt was made to treat systematically the practical problems involved in inter-library loans for many years after this first appeal. Scattered references may be found here and there

* Cf. LIBRARY JOURNAL, vol. I. pp. 15-16.

which show that the practice was slowly growing. It was not until 1899 that the subject appeared in the program of an American Library Association conference. In that year Dr. Richardson, of Princeton, who has so often shown a keen insight into the vital problems of library work, read a paper before the Atlanta conference in which he went thoroughly into the whole subject. This paper dealt with the dearth in our American institutions of books needed in the work of research, proposed co-operation in purchasing expensive sets so as to avoid needless duplication of costly works, and earnestly advocated an increased use of inter-library loans. Scattered references to the topic continue to be found later,† but there appear to be no other discussions of any length in our library press. There is

† Cf. Report of the Co-operative committee, American Library Association Proceedings, 1898, vol. 20: 44.

Co-operation in lending among college and reference libraries. E. C. Richardson, American Library Association Proceedings, 1890. vol. 21: pp. 32-36, discussion, ibid. 16.

What may be done for libraries by the nation. Herbert Putnam, American Library Association Proceedings, 1901, vol. 23: pp. 9-15, especially p. 15.

The national library problem today: President's address. E. C. Richardson, American Library Association Proceedings, 1901, vol. 27: p. 6.

The Library of Congress as a national library. Herbert Putnam, American Library Association Proceedings, vol. 27: pp. 27-34, especially p. 30.

The lending of books to one another by libraries. S. S. Green, LIBRARY JOURNAL, vol. 1: 15-16.

Libraries for use. LIBRARY JOURNAL, vol. 17: pp. 170.

Mutual book lending between libraries. LIBRARY JOURNAL, vol. 17: p. 373.

"The tacit agreement is . . . [as] outlined; but we do not know of any case in which a written agreement has been made."

A lending library for libraries. Summary of a paper by E. C. Richardson before Atlantic City meeting of 1899. LIBRARY JOURNAL, 24: 261.

New England's present library problem. Rev. George A. Jackson. LIBRARY JOURNAL. 25: 574. (Lending books on theology to clergymen through local libraries.)

Report of Committee on international relations, 1906. LIBRARY JOURNAL, 31: C222. "Direct international lending of manuscripts and documents."

What the large library can do for the small library. Kate L. Roberts, LIBRARY JOURNAL, 31: C254.

A central bureau of information and loan collection for college libraries. William C. Lane. LIBRARY JOURNAL, 33: 429-433.

Bureau of information and inter-library loans. LIBRARY JOURNAL, 33: 506. Summary of two articles in the *Zentralblatt fur Bibliothekswesen*, September, 1908.

Inter-relation of libraries. Summary of a report at the Ohio Library Association meeting, 1903. *Public Libraries*, 8: 479.

Relations of the greater libraries to the lesser. C. J. Barr. *Public Libraries*, 10: 276-279. Gives the practice of Illinois State Library, University of Illinois, Chicago public Library, Newberry Library, and John Crerar Library, in 1903.

Inter-library loan system (Forbes Library, Northampton, Mass.) Library Week at Lake Placid, N. Y. *Public Libraries*, 90: 483.

a good deal of material in the European professional papers and manuals of library economy. But this chiefly concerns the loan of manuscripts. Moreover, libraries in most European countries have been favored beyond us in cheap postal rates and very extensive use of the franking privilege,‡ and are consequently freed from discussing one of our most trying difficulties in inter-library loans, the excessive cost of carriage. Such is the brief history of the discussion in our professional literature of this practice. What is its present status? To what extent are our libraries borrowing books from one another? What, also, is the theory in which the practice finds its justification?

The actual number of books lent and sought by libraries is not easily ascertained. There exists no compilation of statistics on the topic so far as I am aware. That the practice, though general, is not uniform is shown by the small number of institutions which have found it advisable to print blank forms for the purpose of requesting books. A hasty survey of our files of correspondence for the past two years shows the following institutions using such blanks: Cincinnati Public Library, Harvard University, Johns Hopkins University, Princeton University, University of Chicago, University of Virginia, Yale University, Boston Public Library, and Clark University.

The requests received on blank forms are but a small portion of the entire number, perhaps less than ten per cent. Other libraries request books from us through letters written by the librarian or his secretary. Of course a "form letter" may have been used in some of these cases, but there is no indication of this in the successive letters received. It might be possible to collect statistics of the actual number of books borrowed in inter-library loans by means of a *"questionnaire."* But as yet we must be content with a general impression that the practice has reached considerable proportions and is growing. In the absence of any general statistics it may perhaps be interesting to submit some figures drawn from a study of the books lent to other libraries by the Library of Congress in the fiscal year ending June 30, 1909. In that year 119 institutions of all sorts borrowed books from the Library of Congress. These institutions were located in 40 of our states and two foreign countries,

‡ Cf. A. L. A. Proceedings, v. 26, pp. 58 and 83.

i.e., Canada and Cuba; 919 titles were requested, of which 562 could be sent. The total number of volumes sent was 1023; 357 books could not be sent for various reasons, in most cases owing to the fact that the Library of Congress did not own the books desired. A number of works were not sent because they did not come within the scope of inter-library loans as defined by this library. It will be noted, however, that we sent 205 titles more than we were obliged to refuse for all reasons. The refusals, therefore, amounted to a little over one-third of the total requests.

The following is a summary of the different classes of libraries which borrowed books from the Library of Congress in this year, with a statement of the number of volumes sent to each class:

SUMMARY

Classes of Libraries	No. of Institutions	No. of Vols.
Colleges and Universities	49	521
Normal Schools	4	84
Other Schools	4	16
Hist. Societies, Sci. Societies and Endowed Libraries	12	39
Public Libraries	44	244
State Libraries	2	93
Miscellaneous	4	26
	119	1023

It will be noted that only two state libraries drew books from the Library of Congress, and it should be further stated that of the 93 volumes drawn by state libraries 92 were sent to the State Library of Virginia. It is interesting also to observe that 49 colleges and universities borrowed 521 volumes, while 44 public libraries borrowed 244 volumes.

No formal agreement as to the theory on which these inter-library loans should rest or as to the manner of actually carrying out that theory appears to have been reached. In the absence of any such agreement it may be well to quote the memorandum governing inter-library loan issued by the librarian of Congress.

"Under the system of inter-library loans the Library of Congress will lend certain books to other libraries for the use of

investigators engaged in serious research. The loan will rest on the theory of a special service to scholarship which it is not within the power or duty of the local library to render. Its purpose is to aid research calculated to advance the boundaries of knowledge, by the loan of unusual books not readily accessible elsewhere.

"The material lent cannot include, therefore, books that should be in a local library, or that can be borrowed from a library (such as a state library) having a particular duty to the community from which the application comes; nor books that are inexpensive and can easily be procured; nor books for the general reader, mere text-books, or popular manuals; nor books where the purpose is ordinary student or thesis work, or for mere self-instruction.

"Nor can it include material which is in constant use at Washington, or whose loan would be an inconvenience to Congress, or to the executive departments of the government, or to reference readers in the Library of Congress.

"Genealogies and local histories are not available for loan, nor are newspapers, for they form part of a consecutive historical record which the Library of Congress is expected to retain and preserve. And only for very serious research can the privilege be extended to include volumes of periodicals.

"A library in borrowing a book is understood to hold itself responsible for the safekeeping and return of the book at the expiration of ten days from its receipt. An extension of the period of loan is granted, upon request, whenever feasible.

"All expenses of carriage are to be met by the borrowing library.

"Books will be forwarded by express (charges collect) whenever this conveyance is deemed necessary for their safety. Certain books, however, can be sent by mail, but it will be necessary for the borrowing library to remit in advance a sum sufficient to cover the postal charges, including registry fee.

"The Library of Congress has no fund from which the charges of carriage can be prepaid."

Such are the principles on which the Library of Congress endeavors to act in meeting requests for the loan of books. It may be worth while to dwell a moment on the fundamental theory underlying these regulations. This is that the inter-

library loan rests on a service rendered to productive scholarship. To meet the needs of scholars working toward the enlargement of the boundaries of knowledge is a duty laid up to the national library. That duty demands that the risk of losing precious material and of inconveniencing an investigator at Washington shall be incurred. We take the risk willingly and often. But we feel that we should not be asked to take it lightly or for merely curious readers.

In fact any library lending books to other libraries is obliged to depend almost wholly on the good faith and professional courtesy of the librarian making the request. We cannot go behind the requests, but we are occasionally made uncomfortable by the discovery of carelessness or misunderstanding on the part of the librarian who has borrowed books from us. Recently certain books were returned with a most kindly note of appreciation from a college professor, expressing the gratitude of his entire class, who had made extensive reference use of the books during some months! The librarian of that college can hardly expect an assent to his next attempt to furnish a class with collateral reading! A similar case was discovered accidentally a short while since, when a college librarian in reply to a request for the return of a book said that all of Professor X.'s class had not yet read the book, and it would work hardship on the members who had not read it if it were returned speedily.

Despite these examples of occasional misunderstandings of the purpose of inter-library loan we are on the whole impressed with the comparative infrequency of such inadmissable borrowings and attempts to borrow. Most of the requests that reach us are perfectly reasonable.

In arriving at a decision to lend or refuse a book we are guided by certain considerations which may differ with different applications. A request which would be perhaps unreasonable coming from a library within half-an-hour's ride of New York, Boston, or Chicago, might appear very reasonable coming from Florida, or Arkansas, or Wyoming. If there are no great "book centers" near the library, it is not at all improper to lend a book which ought not to be sent to a place within easy reach of huge collections. Moreover, in cases where the state library is large and is known to lend very freely to

libraries whithin the state we frequently refer the applicant to his state library; generally with satisfactory results.

Perhaps librarians are sometimes puzzled at unexpected refusals of requests which seem wholly appropriate. These often arise from the fact that some scholar is using the books in the Library of Congress, or from the imminence of a question in Congress, in the study of which the book is sure to be sought by Congressmen. A topic which interests professors of mathematics in a university is likely to be under investigation by some of the mathematicians in the government service in Washington, for instance. Documents of foreign governments on inland waterways have been sought from half a dozen conflicting sources this past summer and have been in great demand by readers at the library. There is, from time to time, not unnaturally when one comes to think of it, a "run" on certain classes of decidedly recondite books, and our single copy does not prove adequate to supply the demands.

Most refusals to lend books, however, come from an inadequate understanding of the regulations on the part of the librarian seeking the book. Every request is given sympathetic attention, and the regulations are not infrequently stretched—especially when more than one copy of the book is in the library.

Most failures to get the books wanted come from the fact that we do not have them. The Library of Congress owns over a million and a half printed books and pamphlets, but even so it does not own nearly all the books sought here. Some libraries endeavor to ascertain whether the book is in the Library of Congress by consulting the printed cards in the various depositories, and once in a while either give the call number or state that the book was copyrighted and hence is presumably in the library. The latter fact is not conclusive evidence that a book is in the library. The files of copyrighted books printed before 1870 are by no means complete. Moreover, publishers after 1870 not infrequently neglected to complete their copyright claim by filing two copies of a book for which entry had been made. The books none the less bear the copyright claim on the back of the title-page. And then it must not be forgotten that books wear out in this library as in others, and are once in a while lost or destroyed.

The per cent. of cases in which the books asked for cannot

be sent is about 38 per cent. This is rather a low average when the various possible causes for refusal are considered.

The inter-library loan is an expensive process. It requires at its lowest terms (1) a letter of request; (2) a search for the book; (3) a special charge of some sort; (4) wrapping and directing; (5) shipping by express or registered mail; (6) acknowledgment of receipt at the borrowing library; (7) advice of return to the owning library; (8) wrapping and directing when ready for return; (9) shipment; (10) discharge; (11) acknowledgment of receipt. In addition there is, at least in the Library of Congress, the time spent in considering whether the particular work requested may be properly lent; in a university library this consideration may consume even more time than in other libraries if the consent of the director of a seminar must be obtained. Only three of these various steps—the search for the book and the charging and discharging—are needed in the case of books ordinarily sought by readers in the library. When in addition there arises the necessity of further correspondence, one wonders whether the time spent in borrowing and lending between libraries does not represent in money value a good many times the value of the book lent. Unfortunately the money value of time expended cannot always be applied to the purchase of books. In all this reckoning nothing has been said of the cost of carriage, which is frequently excessive. Consideration of this factor should, it would seem, lead to a certain restraint in resorting to inter-library loans. The expense to the lending library is frequently as great, at least, as the cost of transportation borne by the borrowing institutions, even though that expense goes into the general account for library service. Despite a general willingness to be of service, a willingness which I can assure you, is nowhere more sincere than in the Library of Congress, it is only fair to expect that only in cases of real importance shall there be a resort to the device of inter-library loans.

A word also as to the cost of carriage: This is at present so high, whether the means be mail or express, that we may properly set it down as the chief obstacle to the free development of inter-library loans. The franking privilege, so generally used in European countries, is not permitted in the United States to even the national library for this purpose. The post-

office is run at a heavy annual loss, and Congress has not been friendly to the idea of book post. The "book express" rates of certain of the great express companies offer the best terms for transportation within a limited area.

Last spring the librarian of Harvard set forth in new form and with great force a plea for a central storage library and bureau of information for college libraries. The New England college librarians appointed a committee to consider the feasibility of the project. Mr. Lane read at the College and Reference Section of the American Library Association at Bretton Woods a paper which was in effect a preliminary report of that committee. His views roused much discussion and were received with enthusiasm, and the section passed resolutions requesting the Council to create a committee of the American Library Association to consider the subject.

My position as chairman of that section prevented me from entering on the discussion at that time. But now I desire to submit a few points in opposition to any such scheme for a lending library organized under the American Library Association. In the first place, the national library already lends very freely, and is prepared to continue this policy. It does not refuse to lend volumes in sets of transactions, or other serials. It has placed no limit on the number of volumes it will lend to one institution at one time. It has duplicates of many important sets and will doubtless acquire more, if need develops for them. There is no reason to expect that its purchases will grow less—in fact the operation of the new copyright law, with its provisions for foreign publishers, is likely to free large sums now devoted to current foreign works for the purchase of rarer and older works. No library created out of hand could for years to come supply anything like the number of books wanted as inter-library loans which the Library of Congress can supply. Its catalogs are on file in thirty-eight depositories, and are daily approaching a state of completeness in representing the books actually on its shelves. For several years all books asked of us in vain on inter-library loans which seem to fall within the scope of the collections and the policy of purchase have been noted and reported to the librarian, and most of them have been purchased. This practice could easily be enlarged. On the lending side there seems

already at hand and in operation the necessary machinery in connection with the largest collection of books in the country.

The storage project may be discussed from our present consideration as being a local problem to be met by local co-operation both in the matter of purchase and housing. Certainly a centrally located storage library for the surplus stock of the entire country is not seriously thought of by any one.

Much more vital than either the machinery of loan or the storage of comparatively valueless stock are the questions of co-operation (or co-ordination, call it what you will!) in purchasing and in supplying information. No one has ever—to my knowledge—squarely met Dr. Richardson's vigorous statement at Atlanta of the folly of extensive duplication of costly sets of transactions and periodicals. The committee can perform no more valuable and efficient service than the organization of the purchase of this sort of books. Here is a work truly national in scope and vastly important in the saving of money and time. To insure a proper supply of the needed sets in the proper centers, always bearing in mind the operation of the inter-library loan as a basis would advance the opportunities for scholarly work in America as few other efforts could.

And last of all the central bureau of information. We have the beginnings of it in Washington. The Library of Congress possesses an extremely good collection of the printed catalogs of American libraries. It receives and files printed cards furnished by the John Crerar Library, Columbia University, Boston Public Library, New York Public Library, District of Columbia Public Library, the Departments of Agriculture, and War, the Geological Survey, and Bureau of Education. As these progress and others are added to them the materials for locating a desired book are fairly complete. We are always ready to try to do this for any library applying to us. We are doing it now with some frequency, and shall welcome a growth in the requests of this nature. The same thing might be done at American Library Association headquarters, but why attempt it?

Can we go further than the effort to locate a book not found in the Library of Congress? Can we undertake to indicate the sources of information on a topic submitted? In other words, can we do reference work by mail? This is a fair query, but

difficult to answer. I may point out that we already do this for numerous correspondents, chiefly casual inquirers. We are constantly furnishing references to Congressmen. But I hesitate to open the flood-gates of inquiry, or even to point out that there is a considerable seepage already. Nevertheless, I conclude this paper by an extract from our "Rules and practice."

"A service of the Library distinct from that involved in the actual loan of books is that performed by answer to inquiry through correspondence. The character of the questions which the library answers most willingly is noted below:

1. As to its possession of a particular book.
2. As to the existing bibliographies on a particular subject.
3. As to the most useful existing authorities on a particular subject and where they may be available.
4. As to the author of a book by a known title.
5. As to the date, price, and probable present cost of a specified book.
6. For the source of a particular quotation, if ascertainable by ready reference.
7. (If not requiring elaborate research) for other particular facts in literature and history; in the organization or operations of the Federal Government.
8. (Where of moderate extent) for an extract from a book in its possession.

Its ability to make extracts or to undertake research (other than purely bibliographic) is necessarily limited, and its usual course is to refer the inquirer to the sources and recommend to him a person to undertake the search or make the extract at his expense. Especially must it do this where the inquiry involves genealogical research beyond a single reference.

Its willingness to compile lists of authorities has led to demands which cannot be readily met, particularly from students in secondary schools or colleges. The Library now requests such students to make their inquiries through the institution in which they are studying, as in this way only can the Library of Congress co-operate intelligently with the college library."

If then the Library of Congress will try to do these things for individuals and for libraries, is it not on the way toward becoming a national lending library and bureau of information—for libraries?

LIBRARY WORK WITH THE BLIND

Books for the blind were originally largely issued by schools for the blind, often under denominational control. The result was that most books available in blind type were religious in tendency. The largest collections of books for the blind have been those in connection with institutions working with the blind, or with societies formed in connection with similar work.

Formerly the idea was prevalent that the blind must be treated as a dependent class, and that departments for the blind were charitable institutions. Many libraries have now come to regard this as a mistake, and although not directly fostering such work, nevertheless operate through some adjunct society for the promotion of the interests of the blind.

Various classes whose needs are not adequately met by the public schools or are not being met at all, are being helped in a practical way by libraries. In this class may be placed the blind, particularly a large percentge who have lost their sight after maturity and are not eligible for instruction in the schools. In order to take care of these, many libraries include in the staff a teacher whose duty it is to seek out uninstructed persons and teach them to read, if they so desire.

Books in American public libraries are chiefly in the European Braille, New York point, and American Braille systems which are point systems—and the Boston letter and Moon type—line systems.

A special regulation of the postal service allows books for the blind to be carried free of postage.

BOOKS FOR THE BLIND

The librarian of the Detroit Public Library, Henry M. Utley, prepared the following paper on the history of reading for the blind, and described the different kinds of blind type then in use, in 1898. It was read before the A.L.A. Conference at Chautauqua, July 8, 1898.

A biographical sketch of Mr. Utley appears in Volume 3 of this series.

The fact that there are several distinct forms of types used in printing books for the blind complicates somewhat the question of supplying them for use in public libraries. Ordinarily a library which undertakes to provide a supply of such books cannot do so in each of the several systems of print, and so it is certain to disappoint some readers. It is unfortunate, though not surprising, that there should be a variety of forms of printing. These have been invented independently by persons who have become intensely interested in the matter. All the systems in use in this country have been developed during the current century. In fact, most of them have reached their present stage in quite recent years. They have been undergoing a process of evolution. They are now being tested on an extended scale and are likely to illustrate again the survival of the fittest. We may hope that within the next 25 years educators will have settled down upon the one thought to be on the whole best adapted to the purpose, and then the present complication will have disappeared. What the winning system will be is a matter of opinion. It is a question which it is not worth our while to discuss here.

The pioneer of these various forms of printing was Valentin Haüy, who in 1786 issued in Paris his first book embossed with letters closely resembling the beautiful legal manuscript of the time. The book was produced with very great labor, the printed pages being gummed together back to back. Haüy admits that he had seen a letter printed by Mlle. Paradies from type made

for her by one Kempellen, but no one before that time had ever tried seriously to make printing available for the blind.* Following this achievement of Haüy various attempts at printing were made, both in England and in this country, notably at the Pennsylvania Institution for the Blind, with types modelled somewhat after the same forms. In this latter institution the type ultimately assumed almost exactly the form of Roman capitals. In Great Britain an alphabetic system was devised by James Gall, a printer of Edinburgh, using only the lower-case letters of the Roman alphabet, modifying the outlines slightly into angles. This was later superseded by the alphabet invented by William Moon. His letters were for the most part arbitrary symbols, using the Roman letters as bases. A considerable number of books were printed in the Moon type, and it is used to this day quite extensively in England. Dr. S. G. Howe, of Boston, devised an alphabet about 50 years ago, using both Roman capitals and lower case, modified into slightly angular shape. This form of printing has been the most extensively used of any in this country in recent years, and is quite largely employed at the present time. The Friedlander system first used in the Pennsylvania Institution was subsequently modified so as to include both capitals and lower case, and a large number of books have been printed in Philadelphia in this form of type.

There are several serious objections to these systems of embossed letters, whether of the Moon type or the Boston or Philadelphia forms. They occupy so much space that the volumes produced are necessarily exceedingly bulky. Of course, the printing can be upon one side of the page only; the letters must be large and distinct from each other. Some idea of the character of this printing may be gathered in the fact that the whole Bible printed in the Moon type makes 65 thick folio volumes. Then, it is found that the reading of this print is exceedingly slow and tedious, even in the case of experts. The fingers must be passed entirely over each letter to get its exact shape, and this requires time. Persons whose fingers have become calloused with work or with age make out the letters with great difficulty, if at all. The books are printed upon a light manila paper, which is strong and presents a hard surface. But with much reading the letters become worn down so as to be illegible.

* Mary C. Jones in *Scribner's Magazine*, 12: 375.

A most serious objection to these systems of Roman letters or variations of them is that they cannot be written by blind persons. Mlle. Mulot, of l'École des Jeunes Aveugles, of Angers, France, has, however, recently devised a frame or stylographic guide, by means of which a blind person can write upon a sheet of common note paper, printing the ordinary form of letter. The paper to be written upon is placed upon a sheet of blotting paper with a sheet of carbon paper between. The stylus brings the letters out in relief upon the note paper, so that they can be easily read by the blind; they are also slightly colored by the carbon paper, and so are easily read by the eye. This system is claimed to have great advantage over any system of arbitrary characters which can only be read by those who have learned them. A writer in the *Catholic World* of April, 1895, laments that this system has not received recognition from teachers of the blind in France, which neglect he attributes to jealousy. In fact, the element of jealousy appears to have entered largely into the adoption and rejection of the several systems. Even Dr. Howe could see nothing of good in any system but his own. Apparently the battle of the systems is still on, and this must be taken into the account by any library which is considering the question of supplying books for the blind.

The systems which now meet with most favor among educators of the blind in this country are the Braille and the New York point. The former is not exactly the system proposed by Louis Braille, about 1836, but is a modification of it, as his was an adaptation of a system invented by Charles Barbier in 1819. The principle, however, remains the same through all the modifications. This consists of combinations of six dots or points in two parallel vertical lines of three each. These six points can be combined to give 63 different signs, including accents, punctuation, figures, algebraic signs, musical notation, etc. After the 26 letters of our alphabet have been used this leaves a margin for a number of phonetic word or syllable signs of most frequent use. The New York point, so called, is the invention of Mr. William B. Wait, superintendent of the New York Institution for the Blind, who, some 30 years ago, adopted the principles of the Braille point. He discarded, however, the fixed cell and placed his six points in two horizontal, instead of vertical lines. The advantage of this is found in a combination of cells as well as points, and it is claimed also a saving of space, though this latter claim is not universally conceded.

The space gained in printing in points as against the line letter is enormous. Although the printing can be upon one side of the leaf only, one of Shakespeare's plays is given complete in an oblong 12mo about 3 inches thick. The printing is upon bond paper of fine texture and stands use for a very long time without becoming defaced. The paper is not perforated, but is so indented as to bring out the points in sharp relief. On account of the embossed surfaces it is necessary to fill out the back of the book with stubs. This makes the book quite thick and apparently bulky, but it is very light and not at all troublesome to hold in the hand. The ease and rapidity with which point print can be read are greatly in its favor. The points are so distinct that the finger covers a whole character at once and recognizes it immediately. One familiar with the letters can read almost as rapidly as common print is read with the eye. I personally know of a case in which a man upwards of 60 years of age, becoming entirely blind within the last three years from the effects of la grippe, learned the Braille alphabet within a few days and is now able to read books printed in that type with tolerable fluency. He had been a workingman all his life, and his hands, hardened with toil, were far from sensitive, as might be expected in one of his age. He could make out nothing whatever of books printed in the line letter.

A library contemplating supplying books for blind readers is not only confronted with the serious problem of the system, or systems, of print which it will furnish, but it should also carefully study the question of the probable demand for such books. The United States census of 1890 gives the average number of blind persons of all ages in a population of 1,000,000 for the whole United States as 805; for the North Atlantic division as 777; and the North Central division, as 783. In all probability a considerable number of these are of extreme old age and so would never become readers of library books. The latest census of Michigan gave the state a population, June 1, 1894, of 2,241,641. Of this population, 1484 are reported blind. But of the blind, 56 were under 10 years of age and 503 were over 70 years, leaving 925 between the ages of 10 and 70 years who might become possible readers of library books. The same census shows 86 blind persons between 10 and 70 years of age in Wayne County, in which the city of Detroit is situated.

In 1896 the Detroit Public Library placed upon its shelves 110 volumes for the blind. Of these 66 volumes, all printed in the Braille type, were purchased at a cost of $105. 44 volumes, all in line letter of either the Boston or Philadelphia pattern, were donated by blind friends. Special efforts were made to advertise the fact that the library had a supply of books for the blind. The newspapers were very kind in this matter, and through their instrumentality the names and addresses of many blind persons were obtained and personal interviews were had with them. No restrictions were placed on the use of the books and no formalities were required. They were loaned out upon cards or they were allowed to be taken without any security, and to be taken outside the city, anywhere in the country. The Michigan School for the Blind kindly donated a number of copies of the Braille alphabet upon separate sheets, and these were loaned to persons who did not know that system and wished to learn it. The library statistics of 1897 showed the use of 77 books, all in the Braille type. The number of different persons using them I cannot give definitely, but certainly it was less than 20.

My observation in this matter has convinced me that most blind persons are exceedingly shy and sensitive, so far as their misfortune is concerned. While a few are bold and appear to go about without much difficulty, most are quite helpless. Some one must lead them, and a desire for a book must be very earnest and some friend must be very self-sacrificing to spend the time and take the trouble to escort them to the library for the purpose of making a selection. I have known cases where members of the family could not spare the time and kind neighbors have volunteered.

The taste of our blind readers thus far appears to run to poetry and works which stimulate the imagination. Shakespeare's plays are always in demand, and the poems of Byron, Longfellow, Bryant, and Lowell show more use than any volumes of history or theology. The blind children, even those well along in age, seem most delighted with the tales from the Thousand-and-one Nights, with Cinderella and similar literature, commonly absorbed by the average child when quite young.

In my opinion a public library which has placed on its shelves books for the blind should give them as extended use as possible. I should not hesitate to send out a book by mail to any

part of the state, even if I were to pay the postage myself. The books are not heavy and if well wrapped will suffer no injury in the mails. One library might well supply all the blind readers in a state or in a large section. For that reason it will be wise for any library before entering upon the project of buying books for the blind to be certain that no other library in its vicinity is already supplying the whole demand. This work might well be handled by a state library, especially by one which has an organized system of traveling libraries.

BOOKS AND LIBRARIES FOR THE BLIND

Dr. Robert C. Moon, secretary of the Pennsylvania Home Teaching Society and Free Circulating Library for the Blind at the time that he prepared the following report, was a son of Dr. William Moon, of Brighton, England, an English teacher and inventor of the "Moon type," a modification of the Roman alphabet legible to those whose fingers are not sensitive enough to read a "point system." The paper was read before the Pennsylvania Library Club and New Jersey Library Association at Atlantic City, N.J., April 1, 1905.

The subject of "books and libraries for the blind" is interesting and engaging the attention of librarians more to-day than at any previous time, because it has been satisfactorily shown that they can extend the usefulness of their libraries by enrolling blind persons as readers, and providing suitable books for their use.

As the wise King Solomon has told us "there is no new thing under the sun," it is possible that some future archæologist may unearth from the Temple Library at Nippur, or discover in some Egyptian sarcophagus, a series of literary works specially prepared for the use of the blind in a prehistoric age; but to the best of my knowledge and belief the first successful attempt to emboss books for the blind was made in Paris as recently as 120 years ago (1784) by the philanthropic Valentin Haüy. He printed his pages from metal types consisting of large and small italics, and he met with so much success in teaching his first pupil, who was a professional beggar, that he soon had twenty-five scholars, and developed new methods of instructing them in various branches of education. By means of private and municipal assistance he was able, in 1785, to procure for his scholars a house in the Rue Notre Dame des Victoires, which may justly be considered the pioneer institution for the instruction of blind in any part of the world.

In 1821 some of Haüys embossing types were purchased in Paris by Lady Elizabeth Lowther for the use of her blind son, Charles, who afterwards succeeded to the baronetcy as Charles Hugh Lowther. A printing press was set up for him in Wilton Castle, in the County of York, in England, and with the assistance of an intelligent butler he was able to prepare a large number of embossed books for his own use. To Sir Charles Lowther, undoubtedly, belongs the honor of embossing the first books for the blind in Great Britain.

Mr. Gall, of Edinburgh, in 1827, commenced the preparation of embossed books in an angular type, and ten years later Mr. Alston, of Glasgow, began to emboss the Bible and some elementary works in the Roman letter. These types were, however, found to be too complicated for the majority of the blind to decipher. Mr. Lucas, of Bristol, and Mr. Frere, of Blackheath, sought to overcome the difficulty by introducing simpler characters, but as the one printed his books in a stenographic and the other in a phonetic form both systems proved to be unsuited to the mental capacity of many—especially those who were aged and nervous.

All these plans of embossed reading were in vogue in the year 1840, when a young man, whose sight had long been failing, was suddenly plunged into total darkness as he entered into manhood, and was preparing to study for the ministry. That young man, who afterward became Dr. William Moon, was my father, and he lived in the town of Brighton, in the south of England. Upon his becoming blind, he gave his attention to mastering the various systems of embossed reading to which we have referred, and having much spare time upon his hands, he began to seek out and teach other blind persons to read. But, as he soon found difficulties in teaching his pupils, he devised an easier plan of reading, which was readily acquired by a lad who had in vain endeavored for five years to learn by the other systems.

This new type—now known as the "Moon type"—has an alphabet, consisting of letters of very simple construction, combined with a full orthography. The characters are composed principally of the Roman letters, in their original, or in slightly modified forms; and where some of the more complex letters of the Roman alphabet could not be altered with advantage, new characters are substituted for them. The alphabet consists of

only nine characters, placed in various positions. It is composed of the simplest geometrical forms, such as the straight line, the acute and right angle, the circle and the semi-circle. In order that the reader shall not lose his place, the first line is read from left to right, and the second from right to left, and so on. The finger is guided by a curved bracket from the end of the line to the one below.

The more the type was tried, the more evident it became that it was adapted to the needs of the blind, and for half a century Dr. Moon devoted himself with untiring energy to the preparation of embossed literature in the English and many foreign languages. The total number of volumes issued in this type, since the commencement of the work in 1847, up to the present time (1905), has been 247,000, and 69,000 stereotyped plates, made during that period, are carefully preserved at the Moon Institute for the Blind, at Brighton, which, since Dr. Moon's death, has been conducted by my sister, Miss Moon. The literature in the "Moon" type comprises, in addition to the Bible and several separate chapters and Psalms in English, many volumes of an educational and entertaining character, including biographical, poetical, historical and astronomical works. There are many thousands of the blind in all parts of the world who are finding pleasure in reading these embossed books, which are an inexpressible comfort to them in their dreary and lonesome hours. Many of the readers are ninety years old, some are ninety-five, and a large proportion of them had previously tried, in vain, to learn the dotted or Roman letter systems.

It having become possible, by the introduction of the Moon type, to teach the adult blind to read, Dr. Moon and a lady friend, in 1856, organized, in London, the first Home Teaching Society for the Blind, with a circulating library of embossed books in the Moon type. A teacher was employed to find out and instruct the blind in their homes, as it was found that most of the adult blind shrank from appearing much in public, and but few have stopped to realize what a small proportion of the Home Teaching Society at once proved to be a great success, and similar societies were soon started in other places. In various parts of Great Britain and Ireland, America, Australia and other countries, there are at the present time about eighty home teaching societies and free lending libraries of the Moon books; and teachers (many of them blind) are engaged in visiting the

blind at their own homes—teaching them to read and changing their books. An idea of the magnitude and importance of the work effected by these societies may be gathered from the fact that the London Home Teaching Society, founded in 1856, now (1905) employs 14 teachers, who have nearly 2000 blind readers on their registers. During 1902 the teachers in London paid 36,000 visits and loaned to the blind 33,000 volumes.

The public in general has but a vague idea of the blind population, and what is being done for the instruction and welfare of that sadly afflicted class. Many persons know of the existence of schools for the blind, and they have witnessed the wonderful things which are being done for and by the blind children. They have heard the children read and sing; they have seen them playing musical instruments, and making baskets and other things; but few have stopped to realize what a small proportion of the total blind population those children in the schools represent, their number being only about 4500, whilst there are in all 80,000 blind persons in these United States.

You are doubtless all familiar with the four embossed types used in the various schools for the blind in this country. The first is the ordinary Roman letter, known as the *Boston line type,* which is probably the most difficult to decipher. The other three are entirely arbitrary in their character, and are composed of dots or points arranged in various ways. They are the original *Braille,* the *American Braille,* and the *New York point.* Each has its advocates and supporters and they can generally be learned by children with their small and sensitive fingers, and also by a certain small proportion of middle-aged persons. To those who can acquire them it is an obvious advantage that for correspondence and for educational purposes the dotted letters can be written as well as read by the blind. A similar ability to emboss the Moon type by hand will, we trust, soon be possible and available for the blind.

The schools are doing most excellent work for the blind children, but let us ever bear in mind that there are 66,000 blind adults, or 82 per cent. of the blind population of the United States, who have, in many instances, become physically and mentally wrecked by accident or disease, and who are not eligible for reception into the schools. Their sense of touch is generally so dulled that they are unable to decipher the Roman line letter or the dotted types used by the young; or, the nervous sys-

tem has become so shattered that they are unequal to the task of committing to memory a host of contradictions, as employed in some of the dotted systems.

It will especially interest librarians to hear that "home teaching" has proved as suited to the needs of the blind of this country as to those in Great Britain.

In 1882, at the invitation of the principal of the Pennsylvania Institution for Instructing the Blind in Philadelphia, my father and sister visited that city, and soon discovered the need for home teaching of the blind. They found in Mr. John P. Rhoads, the treasurer of the Pennsylvania Bible Society, an enthusiastic supporter of the plan. He formed a Home Teaching Society there, and personally undertook the superintendence, in the Bible House, of a library of embossed books in the Moon type, as well as of a teacher who was sent to the homes of the blind for the purpose of teaching them to read and periodically exchanging their books for them. Mr. Rhoads continued most successfully to carry on the work for sixteen years, but in order that it might be placed upon a more permanent basis, the society was reorganized in 1898, and was legally incorporated in 1901. Since its organization the society has enjoyed the valuable cooperation of the trustees and officials of the Free Library of Philadelphia, who have taken charge of the library of embossed books belonging to this society for the blind, and Mr. John Thomson, the librarian of the Free Library, superintends the loaning of the society's books to the blind readers, all expenses connected with the home teaching part of the work, and the circulation of books outside of Philadelphia, being paid by the Pennsylvania Home Teaching Society for the Blind. It is important that I should here say that the society's efforts are not by any means confined to Philadelphia. Constantly the embossed books and information about the Pennsylvania Home Teaching Society and its library are being sent, free of charge, to various parts of Pennsylvania and to places in other states of the Union, extending from the Atlantic to the Pacific, and from the ice fields of Alaska to the islands of the tropics. Among the readers are several deaf, dumb and blind persons, who have been taught to read in from one to four lessons.

The library of the Pennsylvania Home Teaching Society's embossed works will be found in the Free Library of Philadelphia, where the books are kept in a room especially set

apart for them. The room is also open to the blind as a reading room, and such persons are welcome to the free use of the library. Those who live in Philadelphia, or its vicinity, are taught at their homes, without charge, by the visitors engaged by the society for that purpose. Those blind persons who are able to do so call at, or send to, the library for an exchange of books. Those who cannot do so have their books periodically exchanged by the visiting teachers, or through the mails, if they live at a distance. In addition to the library of the Home Teaching Society, the Free Library of Philadelphia possesses a library of embossed books in all the types, so that the blind readers can make a choice of books printed in any type that may be preferred. The total number of embossed books in the library is 1921. Of these 1222 are in the Moon type; 228 in Roman or "Line;" 141 in Original Braille; 162 in American Braille; and 128 in New York point.

The Pennsylvania Home Teaching Society now employs three teachers, one of whom has only recently been appointed. The two teachers engaged in the work during 1904 had 117 new pupils under instruction during the year, and paid 2843 visits to blind persons in private houses and public institutions, for the purpose of instructing them in reading and furnishing them with an exchange of books. When to the 117 referred to are added 71 names of persons who were enrolled during 1904 at the Free Library of Philadelphia the total number of new blind readers during the year is 188. After allowing for those who have died, there are fully 800 names upon the roll of blind readers. During 1904 no less than 5284 volumes of embossed books, in five different types, were issued from the department for the blind in the Free Library of Philadelphia, 1954 of which were distributed by our teachers, and 1352 were sent out of the city to distant places in the United States, and even to blind persons in the Philippine Islands. The distribution, according to types, was as follows: Braille, 347 volumes; American Braille, 416 volumes; New York point, 172 volumes; Line letter, 104 voumes; Moon type, 4245 volumes; total, 5284 volumes.

One of the memorable features of the past year's progress was the enactment by Congress of a law providing for free transporation through the mails of embossed reading matter, when loaned to the blind. This concession will confer a boon upon 80,000 blind persons in the United States and its various

possessions; and as this beneficent arrangement becomes more generally known, there will doubtless be an increased demand from distant places for embossed books from public libraries.

Believing that a representation of the Pennsylvania Home Teaching Society for the Blind at the World's Fair in St. Louis would be of great benefit to the blind at large, the society secured ample space in the section of the fair devoted to the blind and deaf for an exhibit of embossed books in the Moon type, as well as maps, diagrams and pictures in relief, designed by the late Dr. William Moon, of Brighton, England. During the months of September and October one of the society's blind teachers was present at the exposition to explain the exhibit, and to answer the questions of inquiring visitors who had come from every state of the Union, from Hawaii, the Philippines, Mexico, Brazil, Japan, and many European countries. A large number of them who had blind relatives and friends eagerly sought for information about the reading, and carried away alphabets and specimen pages of reading, in the hope of being able, upon returning to their homes, to instruct the blind persons in whom they were interested. It is most gratifying that the jurors of the section devoted to the education of the blind at the World's Fair awarded a gold medal to the Pennsylvania Home Teaching Society for its interesting and attractive exhibit.

Although I have but incidentally referred to the Braille and other dotted systems, I would not wish to convey the idea that I do not fully appreciate them, for my admiration for the French Braille type was aroused upon first seeing it in Paris nearly forty years ago. It was introduced by Louis Braille, in 1829, after he had modified and developed it from a dotted plan of M. Barbier, a French artillery officer. Louis Braille's system was, however, not officially adopted at the Paris School for the Blind, of which he was a professor, until 1854.

As a rule, it is not advisable, at first, to attempt to teach adults to read by the Braille method, as we have known too many cases where it has proved a failure; but several intelligent adults, who have had the sense of touch cultivated by the use of the Moon type, have afterward learned a dotted system. Dr. Armitage, in his work on the "Education of the blind" (1886), has remarked that "it is a curious and instructive fact that the two systems which are now most in favor with the blind themselves, and which have most vitality in them, are due to two

blind men, M. Braille and Dr. Moon." Dr. Moon himself said: "God gave me blindness as a talent to be used for His glory. Without blindness I never should have been able to see the needs of the blind."

Many years ago my father advocated the placing of books for the blind in public libraries, although it seemed at that time a necessity that each home teaching society should commence operations with its own library. Most of the home teaching societies in Great Britain still have their separate libraries, the one in London having fourteen, located in various districts of the vast metropolis, but at least sixteen public libraries in Great Britain have departments devoted to books for the blind. In some cities the home teaching societies have transferred their libraries of books to the public libraries, with much advantage to all concerned. Such has been notably the case in Liverpool, Edinburgh and Brighton.

In the United States I believe the Boston Public Library was the first public library to place books for the blind upon its shelves, for I find that in 1868 Mr. George Ticknell presented to the library $36 to be expended for the purchase of embossed books for the use of blind citizens; in 1882 it had gifts of books from Mr. C. J. Jennett, and from Mr. Samuel Gurney through Dr. William Moon, and in 1893 the Perkins Institution donated some more books. At present there are 690 volumes in the library, divided as follows: 400 Moon type; 200 Boston type; and 90 American Braille.

There are now about 40 public libraries in the United States which possess books for the blind. Some have a goodly number in a variety of types, but most of them have, as yet, but few, and they are confined to the Line, or one or other of the dotted types.

In 1895 the New York Free Circulating Library for the Blind, at 121 West 91st street, New York City, was founded by Mr. Richard Ferry, and until 1898 the collection of books consisted almost exclusively of those in New York point. In that year, however, a complete set of books in the Moon type was added and a home teacher for the blind was engaged. In 1903 the library was consolidated with the New York Public Library, being maintained in its St. Agnes Branch, and under such incorporation and auspices its continued usefulness is undoubtedly assured. From the returns which have kindly been given me

by Dr. Billings I find that there are, at the present time, in the department for the blind of the New York Public Library 1900 volumes in embossed types. Of these 118 are in the original Braille, 16 in American Braille, 695 in New York point. 369 in Line type, and 702 in the Moon type. During the past year (1904) there were 7939 issues of books, including sheet music and periodicals. There are 349 blind readers upon the roll, nine-tenths of whom are of adult age, and considerable use is made of the free postage arrangement to send books to readers at a distance.

An excellent and interesting work is being carried on by the New York State Library, at Albany, through its Department for the Blind, under the intelligent and sympathetic superintendance of Mrs. Salome Cutler Fairchild, whose name I have often found gratefully referred to in my correspondence with librarians of other libraries. The department was opened in 1900, and has a library of 440 volumes and 832 pieces of music. The books are divided as follows: 8 in Original Braille; 98 in American Braille; 120 in New York point; 146 in Line, and 66 in Moon. Mrs. Fairchild has largely developed the circulation by means of traveling libraries and transmission of the books through the mail, besides which she has been instrumental in having several new books published for the blind.

The Home Teaching Society, established by Dr. and Miss Moon, in Chicago in 1882, was, for a few years, carried on with gratifying success, but in consequence of the removal of its earliest supporters the work dwindled, the society disbanded, and finally the embossed books were handed over to the Public Library in 1894. The fruits of those earlier efforts are, however, still to be seen in the fact that 901 issues of books were made last year directly to blind readers. The library contains 221 volumes in American Braille, 24 in New York point, 211 in Line type, and 394 in the Moon, making a total of 850.

The reading room for the blind in the Library of Congress at Washington, D. C., was opened in 1897. It was originally intended as a meeting place for the blind of the city where they could be read to and entertained, and many prominent persons have visited the room and taken part in the proceedings, which have given great enjoyment to the blind. The work of providing for the reading room a suitable library of books in various embossed types has been steadily going on, until at the present time

there are 861 books, of which 55 are in American, French, English, German, Dutch and Japanese Braille; 438 are in New York point; 344 are in Line, and 22 are in the Moon type. The Librarian of Congress has recently forwarded to England a large order for Moon type books. No one who visits that library should omit to see the interesting reading room for the blind, which is in the charge of Miss Etta Josselyn Giffin.

I regret that the time allotted does not permit of my going into detail respecting the interesting readings and musical entertainments, as well as the instruction of various kinds which is imparted to the blind in connection with the public libraries of San Francisco, Lynn and Worcester in Massachusetts, Cincinnati, Providence, and many other places, but of this I am certain, that all of the libraries need more books, and if they are to reach and teach the adult blind they must have a fair proportion of them in the Moon type. All public libraries should possess a few works printed in the various types, care being taken to have a good supply of those embossed in the special type which is taught in the schools for the blind of the immediate locality, in order that the pupils in vacation time and the graduates of the schools may be provided with reading matter, but the infirm and aged blind will be found in almost all communities, and for them books printed in the Moon type are indispensable.

No account of libraries for the blind would be complete without a reference to those in every school for the blind in the country. Most of them are limited to books in one or two types for the use of their own pupils, but some have books in all the types. Such is the case in the Pennsylvania Institution for the Blind at Overbrook, where the most advanced methods of education are adopted by its broad-minded principal, Prof. E. E. Allen. Many of those present are doubtless aware that a large number of the books printed in American Braille are prepared at the Overbrook institution, but Prof. Allen should be warmly congratulated upon having retained full orthography in all the works published there. Valuable as the dotted types may be, their usefulness among the adults and the uneducated is much impaired by the numerous abbreviations and contractions with which they are, in some places, becoming more and more burdened.

The Perkins Institution for the Blind at Boston has a library

of 14,835 embossed books, of which 9276 are in the Boston Line type, 4350 in the Braille, 768 in the New York point, and 441 in the Moon type. Prof. Anagnos informs me that these books are permitted to circulate freely among the blind of New England, taking advantage of the recent free postal regulation. The publications in the Line type are lent to the blind all over the country. A special appropriation by the Massachusetts State Legislature enables the officials of the school to send teachers of the adult blind into the homes of their pupils, who, upon learning to read, become beneficiaries of the library. The number of books sent out from it during the year 1904 was 1950 volumes, which circulated among 540 readers, a large majority of whom belonged to the adult class.

It will probably be remarked that I have laid great stress upon home teaching of the blind as a pioneer work, and I have done so advisedly, for I want to impress upon all who wish to benefit the adults, who constitute the mass of the blind, that there is no other place besides the home in which they can, as a rule, be found and taught. The schools are not for them; the schools are for children and for pupils under 21 years of age, and if schools were provided for the adults but few, probably, would attend them for instruction. On the other hand, the shelves of any public library might be ever so well stocked with books, but unless the blind of the locality have been trained in embossed reading, there would be no demand for any of those books.

REPORT OF THE COMMITTEE ON LIBRARY WORK WITH THE BLIND

As chairman of the A.L.A. on Work with the Blind, Nathaniel D. C. Hodges, librarian of the Cincinnati Public Library, prepared a report on this phase of library work, and presented it at the A.L.A. Conference at Asheville, N.C., May 24, 1907.

Nathaniel Dana Carlile Hodges was born in Salem, Massachusetts, April 19, 1852. From 1876-1877 he acted as private tutor in physics and mathematics in Cambridge, Massachusetts, and from 1877-1881 was assistant in physics at Harvard University. From 1883-1885, he was assistant editor of *Science* and he was its editor from 1885-1894. In 1895 he was appointed assistant in the Astor Library, New York, and remained there until 1897. From 1897-1900, he was an assistant in the Harvard University Library. From 1900 until his retirement in 1924, he was librarian of the Cincinnati Public Library. He was president of the A.L.A. in 1910.

Thrashing about for a proper opening to this report it seemed to the Chairman that nothing could serve better than a few terse paragraphs from a letter of Dr. Steiner's. While not brief enough to serve as a formal text, they have that firmness and clean-cuttedness which make them suitable for a head to which may be attached such verbiage as may follow.

Dr Steiner, of the Enoch Pratt free library of Baltimore, writes:

"We have a department for the blind, containing 1025 volumes in New York point and line letter type, using these types inasmuch as the New York point is that used by our two state schools for white and black pupils. The books are cataloged in the same way as all other books in the library. Last year we circulated 545 volumes for the blind. A year and a half ago, taking advantage of the free carriage through the mails

of books for the blind, we began sending these books to the blind persons throughout the state, having made an agreement with the State library commission which body assumed responsibility for the safe return of the books, and agreed to pay us the sum of fifteen cents for each book circulated.

"We do not have readings for the blind. Mr. Frederick D. Morrison, for many years Superintendent of the Maryland school for the blind, was much opposed to these readings, and we have accepted the policy of the school as our own. I believe it is very important to be in close harmony with the instructors of the blind. We do not give instruction ourselves, nor do we believe it to be the proper function of the public library. Our funds for the purchase of books for the blind are taken from our regular book fund.

"The public library has no business to visit the blind or aid in securing them work, any more than it has to render these services to any other class of the community. We should always bear in mind that we are libraries and that our business is to disseminate literature."

In the summer of 1900 a blind girl, led by her sister, called upon the librarian of the Public library of Cincinnati and solicited his aid in starting some work for the blind of that city. The librarian, knowing that his trustees were soft-hearted and—with all due deference—believing them to be soft-headed, restrained the well-intentioned impulses of the board to take the work immediately under its patronage, buy embossed books and salary an attendant out of the public funds.

The librarian secured the board's approval for the use of a room for the blind and aided in getting volunteers from among the good men and women of Cincinnati to read to the blind on stated days. He then urged this girl, Miss Georgia D. Trader, to go among the philanthropic people of the community and secure funds for the purchase of the needed books.

That librarian informs us that he takes no little pride in all that heartless action and heartless advice. Nothing would have been easier than to have had in Cincinnati a room well filled with embossed books, an attendant seated in their midst, and all as smug and lifeless as only such a special collection can be—the whole paid for out of the public purse.

It is very likely true that a library should remain a library and do a library's work and herein lies one reason why this work for the blind should be fostered not by the Public library directly but by some adjunct society which need place no re-

strictions on its methods and on its purposes so long as those methods and those purposes are such as appeal to good people.

There grew from that little seeding of a few volunteer readers—work which was copied from that already under way in the Library of Congress and at the Free library in Philadelphia—a library association for the blind, which had back of it the good will, the good services and the good money of several hundred Cincinnatians. Blind men and women were taught to read and write, and blind children were regularly instructed for the first time within the city limits, though the State at the institution in Columbus had previously cared for young people. When this schooling of the young had grown beyond the powers of the Association, the Board of education was persuaded to establish a school for the blind. And a second budding from the Society was a comfortable home for indigent blind women.

That home, planned to accommodate a few blind women, has within a few weeks stretched its resources to accommodate a further development of the industrial training of the blind—a school of weaving, weaving of carpets and weaving of laces; and all the while there has been kept up at the Public library the work which was the primary purpose—the readings for the blind, the entertainments for the blind, the instruction of the blind and the circulation of books. And the books, not being purchased through the public funds, can be sent as far as Uncle Sam's mails will carry them.

It is not the intention of this report to mete out justice to each and all of those who have aided in developing this work. There is a little town not so far from Cincinnati the name of which all the library workers in the West utter with deference—Dayton. Now Dayton has profited as usual by the errors of her bigger neighbors, and instead of the auxiliary society being called the "Library society for the blind," in Dayton that Society has been named the "Association for the promotion of the interests of the blind." This association is something of an infant. It was born only in March. Its pedigree runs along lines similar to that of the Cincinnati society. At first the work was cared for by the Public library, later personally by individuals on the library staff. Now what goes on at the Library is but one deparment of the above-named society. Cincinnati must prepare to be jealous as usual of her little neighbor. This Dayton society has already secured a fine office and clubrooms in one

of the downtown buildings, and a stall in the Arcade for the sale of goods—these the gift of one of Dayton's wealthy citizens.

The President of the Society began by being interested in one blind girl, and then the library people showed her the group listening to readings at the Public library. The librarian talked with this lady, often suggesting the need of industrial training and means of exchange and sale of the blind's handiwork as well as the need of teaching. The result is the launching of a new enterprise which has secured plenty of interest and backing. The reading circle, which has become a department of the Society's activities, is all that remains at the Public library.

Cleveland is doing what she can do to foster the interests of the blind. Encouraged by her success with an initial effort at the Public library, Cleveland now rejoices in a society for promoting the interests of the blind, and Mr. Brett informed the chairman in a recent letter that the net receipts of a bazar, held a few weeks ago for the benefit of the Society, were over $800.

Buffalo is following along on much the same path. A letter from the librarian, dated May 1, brings with it a newspaper clipping to the effect that fully 50 enthusiastic women, with a few equally zealous men, had attended a meeting for the purpose of discussing the project of organizing an association for the education of the blind in Buffalo and vicinity. Miss Winifred Holt of New York, Secretary of the New York association, was there to tell them what might be done. The result was a determination to hold another meeting for the formal organization of such an association.

We have referred at some length to these outgrowths from that work for the blind most appropriately carried on at libraries, and we hope that there is justification for this apparent wandering from the immediate matter in hand. The chairman of this committee, during a visit to England five years ago, was interested in finding that the techincal schools which it was urged ten or twenty years ago were so much needed in England, and which are now blooming out in many of the larger cities, owe their existence in some cases, to feeble efforts at technical education in basement rooms in public libraries. The Chamber of commerce of Cincinnati is a child of the mercantile library. We should always "bear in mind that we are libraries and that our business is to disseminate literature," but may we not also bear in mind that we are intellectual centers from which naturally

enough may start movements which shall mold the unformed protoplasm of public opinion, that our environment may be the healthier and happier.

Before passing from the consideration of such local societies which care for the interests of the blind, we must stop a moment to bow with respect to two libraries in which pioneer efforts in this direction were made. We refer to the Library of Congress and to the Free library of Philadelphia. In both of these libraries the work for the blind has been persistently prosecuted and crowned with success. Thanks to an appropriation made by the legislature of Pennsylvania during the session of 1905 it became possible for the Philadelphia society to expand. That organization provides a home teaching society and free circulating library for the blind, and it is to such state organizations that we must now give some consideration.

The revenues for the Pennsylvania society come from two sources: The Free library of Philadelphia buys some of the books and provides a room, while more books and the traveling expenses and salaries of the teachers are paid for by the Society. The number of volumes is close to 2500, plus some duplicate stock in Moon type. The circulation during the year 1906 came to 9829, which far outstrips the circulation of any other library for the blind. The catalog of books in American Braille is now being embossed. Fifty copies will be printed. This will circulate without charge, with a time limit of two weeks. It is hoped to have a similar catalog for the books in other types. The State board of charities recommended to the legislature that $4000 be appropriated for the next two years. A bill to this effect has passed both the House of Representatives and the Senate, but it had not been signed by the Governor at the time of writing this report.

The State of Massachusetts has for a number of years appropriated $5000 annually for the home teaching of the blind. This appropriation has been ostensibly under the control of the State board of education, but the work has really devolved upon the Superintendent of the Perkins institution. There are four blind persons—two men and two women—who go about the State, each having his own district, teaching reading and writing and some small forms of handicraft to such blind as they can find who are willing to be instructed in their homes.

A Commission with a membership of five was created by an

act of the legislature in May 1904. This Commission does not concern itself with library work—it was created rather to look after the industrial training of the blind. The well known Perkins institution, partly under state patronage, has for years covered the educational field. These two firmly established and adequately supported agencies are thought by some to render direct educational work less necessary at the public libraries.

The library work for the blind in Massachusetts, aside from that in the public libraries in Boston and Lynn has hitherto been slight. Persons interested in the blind in several cities—as for instance Worcester, Brockton, and Fall River—are beginning to stir in the matter and there is a prospect of improvement in the near future.

At Lynn, the blind have received invitations to the regular entertainments of the Lynn educational society—a full course of two each month from October to June—to the Oratorio society's rehearsals, to the entertainments given by six women's clubs, to the lecturers of the Lynn historical society, and also to occasional lawn parties. The work which centers in the Public library, where there is a good collection of books well used, is fostered by a committee of the Historical society and by the Every Day club composed of young ladies connected with one of the churches. The Public library of Worcester has helped to work up an interest in the blind which has resulted in the recent establishment of a home.

In Michigan there is an employment institution for the blind which requires the management to maintain a lending library and reading circle. It had long been felt desirable that somewhere in the state there should be a liberal collection of books, periodicals and sheet music in various styles of embossed characters and a librarian charged with the duty of caring for and distributing the same, and competent to give supervision, and assistance to the home teaching and home study movement. Now that books for the blind can be sent through the mails free of cost, it is believed that the one fully equipped library of embossed reading matter at Saginaw might well serve all the sightless readers within the boundaries of the state.

Mr. A. M. Shotwell, Librarian of the Michigan employment institution for the blind writes:

"Our needs and those of our sightless adult readers appear to include more humorous works, more good current fiction,

more reference works (to be consulted at the library), an accurately printed American Braille edition of the Bible, a good Bible concordance, an up-to-date Braille edition of some good weekly news summary (similar to the opening pages and the "current events" of "The Literary digest") the President's annual messages, the quadrennial national party platforms and letters of acceptance, etc., publications worthy to be re-read and studied, also leading papers pertaining to current work for the blind. The writer, having provided himself with the requisite embossing outfit, is doing what the means at his hands will permit in some of these directions, and has demonstrated the practicability of employing competent blind persons as printers.

"The libraries should cooperate with a state society or with some more general organization in the collection of statistics of the blind, and in placing necessary instruction, literary and industrial, within their reach, and in extending their opportunities for mental and manual employment, and should encourage the principal readers of embossed publications to master more than one of the current punctographic systems, as many interesting and valuable works have been embossed in each tactile system that have not been printed for their use in the other styles of raised print; and all should encourage the present movement, led by the American association of workers for the blind, looking toward the more general adoption of a uniform, legible, and completely grammatical system or method of writing or printing for the blind of America or of all English speaking countries; and the librarians and attendants in charge who are interested in the work for the blind, are urged, both individually and through local or state organizations, to affiliate themselves with the general body of American workers for the blind, whose biennial convention is to be held in Boston in the latter part of August next."

In California embossed books in four different types are sent from the State library to any blind resident and a collection of from ten to twenty-five embossed books are loaned to any public library that can vouch for at least five readers. The first book was loaned June 13, 1905. There are now 222 blind borrowers scattered from one end to the other of the state.

In Rhode Island, the Public library of Providence was influential in having two state teachers of adult blind appointed a couple of years ago. In common with the experience of others, it is found that in addition to the teachers, visitors are needed. The library has no regular attendant for the blind but has been able to keep close to the work. As to the character of the books Mrs. Mary E. S. Root, who is in immediate charge, writes that there is need of more delightful story books—not

school books. One of the readers, a man of fifty, said that he did not want to be educated, only to forget. As a natural outgrowth there is a prospect for the opening of a shop where goods made by the blind can be placed on sale.

The New York state library has taken an active part in this work and has kept valuable records showing the character of the books called for as well as the number of volumes. This library has also had printed in New York point quite a number of books which otherwise would not be available. The library's methods of cataloging are worthy of careful consideration, as also the means employed to convey instruction to blind readers.

In New York City an organization was chartered by the Regents of the University in 1895 under the name of the New York free circulating library for the blind. In 1903 this was consolidated with the New York public library and has since been operated as a branch with quarters in one of the branch buildings. A teacher is employed who gives all her time to the work. Most of her instruction is in reading, a little in writing but none at all in arithmetic. The Library circulates books freely in the states of New York, New Jersey and Connecticut, and elsewhere on special request on the approval of the Chairman of the circulation committee. There has recently been formed the New York association for promoting the interests of the adult blind. Of this Association Miss Winifred Holt, 44 East 78th st., is secretary.

In Illinois, writes Joseph H. Freeman, Superintendent of the Illinois school for the blind, they have applied to the General Assembly of Illinois for an appropriation of $2,000 to purchase embossed books for a library to be used by readers in the state outside the school.

The blind collection at the Chicago public library numbers about 1,100 volumes, the circulation is annually in the neighborhood of 1,200 volumes, entirely within the city. The books are drawn chiefly through the delivery stations. Very few blind persons go to the main library. The Chicago woman's club has recently interested itself in the work and has employed an instructor.

In Delaware a bill providing for an appropriation of $1,200 per year for "home teaching" of the blind throughout the State has passed the House of Representatives and the Senate and has gone to the Governor for his signature. There is no reason

to suppose that he will veto it. Miss Anne M. Ward, a graduate of the Pennsylvania school for the blind, has been doing successful work as "home teacher" since July, 1906.

The Missouri school for the blind at St. Louis has 2,500 books. These are circulated throughout the state. An association which will care for the interests of the blind was organized in February 1907 under the title of the Scotoic aid society.

Miss Hattie E. Stevenson, assistant Librarian of the Department of public instruction of Denver, reports that Colorado is the happy possessor of sixteen books in raised type. The General Assembly by a recent law has provided for a workshop which will soon be in working order in Denver.

In Virginia the State library has a collection of 500 embossed books, and the circulation is given as 500. As is often the case, books are sent beyond the territorial limits of the library.

In Indiana there is a collection of 440 embossed books at the State library. The circulation amounts to 300. Books are not allowed to go beyond the state boundaries.

The problem of serving the blind with reading matter is like every other social problem—far from its complete solution. One member of this Committee, Mr. Asa Don Dickinson, now Librarian of the Leavenworth public library, and who unfortunately cannot be present at this meeting, wrote the chairman under date of May 6th as follows:

"We should have a central library, where can be found in one place all the books that have ever been printed in raised type. Any one of these books should be available to every blind person in the country, by means of free carriage through the United States mails. Under the present system (or want of system), each district has either no books at all, or an insufficient collection which has largely outlived its usefulness *in the immediate neighborhood.* If our central library can have books enough to send traveling libraries to any institutions throughout the country which may be willing to make themselves local centers, so much the better. But at any rate let us have a central collection which may be drawn upon by individuals in all parts of the country.

"It matters little whether this institution is evolved from the Library of Congress, from the Pennsylvania home teaching society, or from some other established institution; or whether an entirely new organization is created. It matters little whether it be established by public funds or by private benevolence. But an institution capable of doing this work we must have somehow, somewhere."

Mr. Samuel H. Ranck, Librarian of the Public library at Grand Rapids, has taken an active interest in work for the blind, having succeeded during the past year in starting a blind department in the Grand Rapids library, and from him the Chairman has received a letter calling attention to a difficulty in the delivery of embossed books. "These are delivered by the library to the homes of the readers and called for at a stated time, unless they are returned beforehand. The matter of calling for and delivering the books in this way is believed to be desirable, owing to the fact that, while books for the blind may be sent through the mails free, most of the packages are so large that they are not delivered by the carrier service of the post-office department. It would be just as easy, therefore, for blind readers to get the books at the Library as it would be at the post-office, and on this account the Library has undertaken the free delivery."

Mr. Ranck has an able lieutenant in Miss Roberta A. Griffith, the leading blind citizen of Grand Rapids, a graduate of the Western Reserve university. Miss Griffith would urge "upon printers of embossed literature the desirability of complying, so far as possible, with the usual typographical practice, and rules of English composition in punctuation, syllabication and capitalization; for, whatever may be said in excuse of the now too general disregard of those rules, it must be remembered that the blind reader cannot ordinarily consult books of reference as the sighted reader can, and that he is entirely dependent upon his embossed books for his knowledge of what is correct in such matters."

Miss Griffith further "sees the need of a uniform system of printing and writing for the blind to take the place of the British and the American Braille and the New York point; and, without taking any action either in favor of, or against any of these systems, would recommend the appointment of a committee of the Library Association to confer with and keep in touch with the uniform type commission of the American association of workers for the blind, which has this subject under consideration," and urges that "the American Library Association send a delegate, or delegates, to the convention of the American association of workers for the blind, to be held at Boston, August 27-30. This association is composed of both sighted and blind men and women who are devoted to the interests

of the blind, and besides the report of the uniform type commission, other subjects in which librarians are directly interested may be considered."

Mr. Bledsoe, Superintendent of the Maryland school for the blind, has also written us on this question of printing as follows:

"The greatest need in regard to printing for the blind is more uniformity. For the last thirty years a controversy on this subject has been carried on and has resulted in there being books in use printed in not less than five different kinds of type—Moon, Boston line letter, English Braille, American Braille, and New York point.

"The Moon type is very good for adults who find it impossible to use either of the other systems, and its maintenance is provided for by a society organized for that purpose, so it needs no further comment. The number of books printed in English Braille is so small that it calls for no serious consideration. The Boston line letter has been fast going out of use, having been kept up by the persistency of Mr. Anagnos, who contended that it was just as easily read as either of the point systems, but the consensus of opinion is that this is not the case, and the fact that all who use the point systems almost invariably discard the line would seem to indicate that the point is the more practical. You are aware that the most of the books now in use in the various schools in this country are printed in the two point systems.

"The controversy and lack of unity in the last twenty years has been due to a difference of opinion as to the better of these.

"It would be well if we could do all of our printing in one or the other of these two systems, but there already exists so much literature printed in each that it would be almost impossible to induce those who control the matter of printing to discard either. In reality this is not at all necessary. What is needed, however, is cooperation between the various schools as to a thorough course of study outlined with texts and collateral reading based upon the books now printed in New York point and Braille in so far as this is possible, with recommendations for the printing of additional ones in these two systems, avoiding any duplications. These are the most practical and the one is not enough better than the other to authorize the discarding of either."

Miss Emma R. Neisser, of the Philadelphia free library, from which there has been such a large circulation of books, writes of some of the problems as follows:

"I believe there are many of the elderly blind who will never read any embossed type except the Moon. There are others who will not learn American Braille or New York point unless they first learn Moon.

"No one knows better than I do the limitations of the supply of books in Moon type. I know that librarians look with impatience and disdain over the meagre list of titles in the catalog of Moon's Society. In spite of all criticism I believe in Moon type for many blind persons, and have done what I could to help bring about a change for the better. The simplicity of the Moon characters and the ease with which even the elderly blind can learn it make it desirable for those who have lost their sight in adult life.

"Librarians will do well not to overlook the fact that it is from this large class that they will draw their readers. If they provide books for former pupils of schools only, they miss a large proportion of the blind population.

"It seems to me that the most important feature in the work of libraries for the blind is the establishment of 'home teaching.' Whether this shall be done under the care of the public library, or a state commission, or the state school, or by women's clubs, or other private enterprise, is immaterial; but unless this is done, no library of embossed books can hope to be of use to the greatest number of blind in its vicinity. Many of the blind may become readers if they have help and encouragement when first learning to read. I know of one library which has a collection of embossed books which are never used. The Librarian herself told me the books were never called for. Undoubtedly if the blind in that city were trained to use embossed type, the books would circulate as in other cities.

"I believe the home teacher should be a blind person or one with defective sight, and that the teacher should be chosen from among former pupils of the state school, thus cooperating with the library. Each large city should support at least one home teacher to visit the blind in the vicinity."

In view of the increasing activity in the work for the blind and the evident expansion of this work into fields not properly belonging to libraries, we recommend that a Committee of this Association be appointed to report on the progress of work for the blind strictly germane to libraries, and to confer with such societies as shall foster the general interests of the blind.

N. D. C. HODGES
BERNARD C. STEINER
EMMA R. NEISSER,
Committee.

Voted, That the report be accepted and placed on file and under the Constitution, recommendations of the committee be referred to the Council.

SOME UNUSUAL EXPERIENCES IN THE WORK OF A BLIND LIBRARIAN

The following report, describing the progress of work in the Brooklyn, New York, Public Library, is by Miss Beryl H. Clarke, herself blind. At the time of this report, she was in charge of the work with the blind, under Asa Don Dickinson, in charge of the Pacific Branch of the library, opened April 4, 1905.

Besides caring for the library, Miss Clarke taught blind pupils to read blind type. Readings for the blind were conducted on two afternoons and one evening of each week—the Brooklyn Rapid Transit Co. furnishing transportation for readers and their guides to and from the library.

Later, Miss Clarke was married to William Gooshaw, also blind.

The work which is being done for the blind under the auspices of the Brooklyn Public Library is classed under the heading of "Library work," but it extends further than the regular routine of library duties.

My work in the library consists of distributing the books for circulation, copying books into the "New York Point," answering letters, keeping my library records, etc.

A most interesting feature in our special work for the blind is the readings which are held in the library building several times a week. These readings mean much to the people, for coming to the library means to them the meeting with their friends, as well as listening to the reading of an interesting book. The attendance varies from six to ten. That more people cannot be present at the readings is not because they do not care to come. It is because there is no one to guide them. The teaching of the adult blind is carried on in their homes, and this outside phase of the work is strange, but very interesting. We often learn through those who come to the library of others

who are in need of being taught to read, but the wider knowledge of those in need of teaching is found through the New York Improvement Society and the pension list.

The work has three divisions, seeking, visiting and teaching. When the names are obtained, it is never known in what class of life or how intellectual the persons may be. I have to first seek the person and judge for myself whether it is worth while to try to teach them. Often my judgment is wrong. My experience has been that in most cases it is not lack of intelligence on the part of the people which at first prompts them to say they do not care to learn, but deep despondency. I think this work which is being done for the blind through the library will help many a man and woman to gain hope and self-respect.

The searching is the hardest of the three divisions. Often an address is given and before I can, with the help of my guide, reach the address, the person has moved to another place. For example, I sought a man in State st., and was told he had moved to Furman st. I had to search through various landings of an unattractive tenement before I found the man I sought. The room was uncared for, the man having lost all desire to take proper care of himself, seemed unwilling to make any attempt to learn to read, but I finally persuaded him to try, and gave him a lesson and some advice about the necessity for cleanliness and fresh air. The next time I went to give him a lesson he was about to scrub the floor. That day the lesson was not very encouraging, but the third time I went the room was neat and clean and the man carefully dressed. That day a first rate lesson had been learned, and from that time on the man has rapidly advanced with his reading, and is now doing self-supporting work. This was one of the hardest cases of despondency with which I have had to deal.

Teaching the adult blind to read means much more than anyone can realize, unless they are closely associated with the work. Those who are most eager to learn as a rule are not found among the wealthier class of people. The supply of books which are printed for the blind is still limited, so unless one is fortunate enough to have some one to read to them it is impossible for a person without sight to keep up with the good reading of to-day. Often after I seek a case out I find it entirely hopeless, as the disinclination of a person and the surroundings in which they live make it impossible for me to

make a beginning to teach them. The question is often asked if people in advanced life are able to learn to read the New York Point, and if it is not better for such people to learn the Moon print.

My experience has been that the Moon print has proven a steppingstone to the New York Point. I had a woman aged seventy who learned both the Moon print and the New York Point print. I gave her a New York Point alphabet sheet and a stated amount of letters to learn on my first visit, and on calling again I found she was much distressed as she could not make a beginning with the letters. I explained that I had a larger type which I thought she could learn, and not being able to learn the New York Point at first did not surprise me. This pupil learned in four lessons to read the Moon print. In a year's time I returned to this pupil and talked with her about trying the New York Point. She consented, and in seven lessons she had mastered it well enough to proceed by herself.

The difficulty in not being able to read the New York Point at first is not only found in people in advanced life, but is often found in young men and women of nineteen or twenty years. This may seem strange to people having sight, but any person suddenly losing their sight does not know how to use the fingers in the delicate way that a person long without sight has acquired. The fingers of a blind person have proven to be a great substitute for the loss of vision.

Some of my pupils have not only been blind, but deaf as well, and to these people the ability to read has proven a double interest and comfort. I had a man so deaf that when I taught him I had to get another man to repeat what I said, but the pupil learned to read in a very short time, and the ability to do so has become the greatest comfort and interest which the man has in life.

Among my scholars I have had a few colored pupils. As a rule I have found the colored people were not very apt scholars. They are satisfied if they get to read well enough to read their Bible, and do not take much interest in other books.

Among those with whom I have come in contact there was one man who had waited fourteen years for some means by which he might learn to read. At first I thought I could not be of any assistance to him, for his home was away beyond

the city line, but after I had called on him and realized his eagerness and his great desire to learn to read I made three trips to Hempstead, giving him a lesson each time. For the fourth lesson he came to the library, taking home a book which some of my more advanced pupils would not think of struggling with.

I have always felt well repaid for the hot and dusty journeys which I have taken owing to this man becoming so interested in the reading, and this case only differs in details from many others that have been very encouraging.

THE CALIFORNIA STATE LIBRARY FOR THE BLIND

At the meeting of the State Library Trustees in December 1904, Charles R. Greene, librarian of the Oakland Free Library and trustee of the State Library, brought up the question of establishing a state library for the blind. The idea had been brought to his attention by the San Francisco Reading Room for the Blind. That reading room, though doing excellent work in San Francisco, had not been able to fill any requests outside of the city. Many such requests were received, and so the managers went to Mr. Greene with their difficulty. The matter was discussed at the meeting, and it was unanimously decided to establish the California State Library for the Blind, the only agency of the kind in the state.

Miss Mabel Gillis was put in charge of the Department of Books for the Blind in the California State Library and the following paper is an account of the work of that department. She continued in charge of work with the blind until her promotion, in 1917 to the assistant librarianship. From 1920-1921 she was chairman of the A.L.A. Committee on Work with the Blind.

At the meeting of the Board of State Library trustees in December 1904, Mr. Charles R. Greene, librarian of the Oakland Free Library and trustee of the State Library, brought up the question of establishing a state library for the blind. The idea had been brought to his attention by the San Francisco Reading Room for the blind. That reading room, doing excellent work in San Francisco, was not at all able to fill any requests from the blind outside of town. Many such requests were received, and so the managers went to Mr. Greene with their difficulty. The matter was discussed at the meeting of the

State Library Trustees, and it was unanimously decided to establish the State Library for the Blind.

It was the policy from the first to build up the library on the broadest kind of a basis, and so we decided to find out just what the blind of California wanted before ordering the books. We took the census report of 1900 and sent out blanks to all the blind persons given in it. This was, of course, somewhat out of date, and many persons, whose names and addresses were given, had moved away; others had died. So we supplemented the census list by putting notices in newspapers all over the state, asking for names and addresses of blind persons. Many names were received through this source, and blanks were sent to all. On the blanks, besides asking for regular statistics, such as name, address, age, occupation, etc., we asked what types, if any, they could read, or if they could not read any type which one they would prefer to learn. Also we asked them to underline the classes of books they would like to see in the library, and to mention any special titles they would care to read themselves. When the blanks had all been returned, and they came fast enough to keep us busy and very much encouraged, we compiled the statistics received and could then judge which types we would purchase. We had been led to believe that most of the demand would be for Braille books, from the general principle that the type which is taught in the state school for the blind is the one most used throughout the state. We were somewhat surprised, then, to find that a large proportion of those who filled out the blanks read New York point, rather than Braille, and at first we were at a loss to understand this. It was finally brought to our attention, however, that up to a few years before the library was established New York point, not Braille, was the type given precedence at the State Institution. It was therefore the type most useful to the older alumnæ, the ones who would probably for some years to come be the greatest users of the library. Naturally then we selected New York point as the type in which to purchase the greater number of point books. The Moon type, the easiest of all for older people, was also largely asked for, and we ordered a good-sized collection in that type. After the selection of the types, we compiled the requests for the different classes of books and bought accordingly, ordering the particular book

asked for whenever possible. In all our buying we tried to get what the blind themselves really wanted, not what we thought they wanted or what we thought they ought to want. And the fact that they found in the library the very books they asked for has given them the feeling that the library is really their own.

When the books were finally received we were ready for their distribution and loaned the first book on June 13, 1905. Our first borrower was Mrs. Charlotte White, of Sacramento, who though almost ninety years old at the time, learned the Moon type in a very short while, at home with no teacher and with only the help given her by her daughter-in-law, who had never seen the type before, but who explained the alphabet to Mrs. White and helped her over the hard places.

We require no guarantor for the blind applicant for books. Knowing that the matter of applying is in itself difficult enough for those who cannot see and who very often have no one to see for them, we tried to make it as simple as we could and asked for no guarantor whatever. Any blind person in California can have books from the State Library by simply asking for them. Also the privilege has been extended to those Californians who have moved away from the state but who still wanted to borrow books, and to a few others outside the state who have evidently heard of the library through these former Californians. In fact, we have tried to fill all requests as far as we could without limiting the supply of books for the California borrowers, and we now send to a few in Oregon, Nevada, Utah, Montana and as far as Nebraska.

We try to make our method of sending out books as simple as possible also. We make a very plain case of corrugated cardboard to put around the book first. As many of the books are of the same size the cases are interchangeable and can be used again and again. Around the case we wrap heavy express paper, tying it securely with good twine. On one end of the wrapping paper is a tag addressed to the blind borrower and properly marked "Free Reading Matter for the Blind." This is one of the requirements for free postage on embossed books. On the other end of the wrapper is a printed label addressed to the Books for the Blind Division State Library, Sacramento, also marked "Free Reading for the Blind," and space indicated

for the sender's name. The idea is for the borrower to keep the wrapper, turning it for return, so that the label addressed to us shall be on the outside. The scheme works beautifully and has been thoroughly satisfactory so far. It is interesting to us to note the methods employed by those who wrap their own bundles for return. We wondered at first how they could possibly tell which label was addressed to them and which to us until a blind man told us, with apparent scorn for our stupidity, that he tore the label addressed to him before untying the bundle and so knew it when he started to tie up again. Since then we have noticed that others hit upon the same plan, while still others seem to perforate the label addressed to them with a pin to distinguish it.

We do not try to influence the applicants in a selection of type to learn if they do not know one. If they ask for a point system we send it, even if they are adults and we think the point system probably too difficult to be learned first. We let them discover for themselves that it is difficult—they are so much the better satisfied. But as soon as they seem to be discouraged we suggest that they try the Moon type first, and then after becoming accustomed to feeling the easier type the point system can be learned with less difficulty. This plan they very cheerfully try. This leads us to the question of whether it is necessary to have home teachers to visit the blind and teach them the types. Many libraries claim that teachers are absolutely necessary, but this may be because they have not been forced to try any other plan. We, of course, have had no teachers, and have had to rely on correspondence entirely, except for the occasional help of Miss Young in San Francisco and Miss Kate Foley in Los Angeles. Our plan is to send out an alphabet, reading cards and primer, explaining by letter in which order they should be taken up. After a reasonable length of time we write to the borrowers, asking how he is progressing, encouraging him to keep on, telling him of some of the others who have learned and their enjoyment from the reading. Sometimes we do not have to write even one letter of encouragement, the borrower learning in a very short time and sending immediately for books. Sometimes we write several letters before the blind person finally succeeds in mastering the type. Where they fail altogether it is usually the result of sickness,

and more especially nervousness. That our plan is not without results is shown by the fact that about 40 blind persons who knew no type at all have learned to read since the library opened. Many have learned two or three types and about 30 more, who knew at least one type when we began, have now learned one or two others. Some of these borrowers are 90 years old, others are 80, and many are over 70. We think this shows that, although home teachers are the ideal method, much can be accomplished without teachers, if funds do not permit having them.

The number of books that a borrower can have at one time and the length of time he can keep them depend on the borrower himself entirely. Some read very fast, some very slowly. Some care for books for study and books for recreation at the same time. Others especially ask for only one book at a time. For the fast readers we try to keep about two books in their hands all the time and usually one on the road, so that while returning one book they need not be without reading matter for a moment. In fact, we usually send two books at once when a borrower first applies. Then when he finishes one he returns it, having the other book to read while we are exchanging the first for the third on his list. Some of the slow readers keep a book out for months, and we do not even send a due notice if the book is not in demand. If someone else should want that book and nothing else we send a due notice, telling the borrower that another reader is waiting for the book. Back it comes by return mail. All the blind borrowers are very considerate of one another, and the fact that others may be waiting for a book is enough to bring it to the library immediately. We try to have on file a list of books wanted by every borrower. These are sent to him in turn if possible. And if he has especially requested any book it is sent to him immediately on its return to the library even if he has other reading matter on hand.

We now have in the State Library for the Blind 874 accessions, including books of all classes, music, current magazines in three types, writing appliances and some ink print articles. The writing appliances are for the use of the blind who wish to write their own letters, etc., and are different contrivances for keeping the writing in straight lines, separated from one

another. They include cards with grooved lines, a writing tablet rack with slide to hold the pencil, a writing frame with brass bars and writing paper with embossed lines. These appliances are for lending to the blind so that they may try the different kinds before buying them for their own use. Among the books are a few in foreign languages, French, German and Latin.

It seems as if every public library should do something for the blind of the city in which it exists, not as a charity or as a work of pity, but as simple justice, because it is the right of everyone to have library privileges. If built upon this spirit the blind are quick to feel it and to appreciate it. Every person in the state is entitled to all its educational advantages, and so the library should be extended to all.

There are some things a library can do for the blind with little expense. For instance, a reading room with alphabet and magazines could be carried on for one year probably under 10 dollars, as follows:

50 Alphabet sheets in New York point at 50 cents a hundred, 25c.
50 Alphabet sheets in Braille at 60 cents a hundred, 30c.
50 Alphabet cards in Moon at 2 cents a piece, $1.
The Matilda Ziegler Magazine in New York point, 10c.
The Matilda Ziegler Magazine in Braille, 10c.
The Christian Record in New York point, gratis.
The Christian Record in Braille, gratis.
The Moon Magazine, $5.

This, it seems, would be enough for a start. There are several other magazines, but these are the most popular and the least expensive. To these we would strongly advise adding articles in ink print magazines, giving achievements of the blind as well as what the seeing are doing for them. By ink print magazines I mean the regular magazines printed for the seeing people. We have some of these at the State Library for the Blind and they are constantly asked for and used by the blind borrowers, though, of course, they have to be read to the blind by their seeing friends or relatives. In this connection might be mentioned the *Outlook for the Blind* a quarterly ink print magazine, one dollar a year. The July number of this year contains such articles as "Proposed co-education of the blind

and seeing in New York City," "Forensics and public speaking by the blind in California," "Massage as an occupation for the blind," which show that the magazine is of much interest to the blind themselves. For the blind must be educated to take an interest in and to understand their own problems, because they are the best ones to solve them. The fact that the two systems of reading universally used—the point system and the Moon system—were invented by blind men seems to point to this conclusion, that the blind themselves are best fitted to work out their own problems. Let us help them then to understand and solve them by putting in their hands all the best things written both in embossed and ink print.

The alphabets and magazines would be enough at first. Create an interest in the room before trying to have books. To do this the library must advertise its reading room for the blind as it does its other features. When there is a demand for books a travelling library of from 10 to 25 volumes can be asked for from the State Library. The State Library pays transportation on books both ways, but the question of free postage on embossed books between libraries should be investigated to the end that it would hold in that case as well as between libraries and individuals. To have books before there was a demand for them would only tie them up for two months, keeping them from individual borrowers and making no use for them at the reading room. It might be said that a reading room for the blind will be of no use, that the blind would rather read at home than go to the library. But has the experiment of having a reading room been tried enough to warrant this statement? We will have to prove that the blind do not want a part of each library for their very own before we can say it positively and let the matter go at that. The blind are just like other people—they like to select the books they read. Why would they not like to roam among the shelves taking down the books and examining them before drawing them out? What little experience we have with borrowers coming to the library shows that they do like to select their own books. One small boy, who sometimes comes for his books and sometimes sends his brother, is always satisfied when he has picked out his own book, but is often dissatisfied when he has sent his brother for some title but has not had the opportunity of looking over

the book before drawing it out. And we are sure from the good care the borrowers take of the books that there would be no abuse of the privilege of open shelves.

If the demand for books grows too large for a small reading room with simply a collection from the State Library it will be time to begin buying books. The first point always brought up about buying embossed books is the great expense. It is true that many books do cost a great deal—"David Copperfield," for instance, in six volumes costing $21. But we haven't even added that ourselves yet, and plenty of good titles can be purchased at less expense. There will always be a demand for standard works of fiction, history and travel, so it would seem best for a library to add those to its reading room first. New York point and Braille books of this kind range in price from short selections like Andrews' "The perfect tribute" at 60 cents to such books as "Henry Esmond" in three volumes at 10 dollars and a half. The Moon books, which come from England, are priced from a few cents for a small part of the Bible to about 10 dollars for Kenilworth in nine volumes. The addresses of firms furnishing all magazines, books, etc., mentioned are listed, and copies of the list may be had by anyone interested.

This goes to show that a library for the blind could be established at no very great expense with a good lot of standard books. Then the library could still supplement its collection by borrowing the class books from the State Library, such as a little science collection for those who would care for scientific reading. These books usually come in from one to three volumes, ranging in price from three dollars and a half to 10 and a half, and would be used by comparatively few borrowers. So such books would better for a while be borrowed from one source, the public library money being reserved for standard books which all borrowers would read. This would make each small library start, in a sense, a deposit station of the State Library for the Blind, just as in the county system each branch is a deposit station of the county library.

That there is a demand for embossed books in California is shown by the fact that the State Library now has an even 300 borrowers, and that the demand is growing, as shown by the increase in circulation, 3318 books having been loaned in the last year against 2706 volumes the year before. That the

library work for the blind is appreciated is shown by the many letters we are constantly receiving, telling us how much the books are enjoyed and how happy the borrowers are to have library privileges.

Addresses of Firms Supplying Books, Magazines, etc., for the Blind

New York point alphabets, books and music; Braille alphabets and books: All supplied by American Printing House for the Blind, Louisville, Ky.

Braille music, and a few Braille books: Supplied by Illinois School for Blind, Jacksonville, Ill.

Moon alphabets, books, music and magazines: Supplied by Moon's Society, Miss Moon, Honorary Secretary, 104 Queen's Road, Brighton, England.

The Bible. 1. Entire in all types except Moon, in which it furnishes only Psalms, Proverbs, Gospels and Acts: Supplied by American Bible Society, New York City. 2. Entire Bible, in Moon type only: Supplied by Pennsylvania Bible House, 7th and Walnut Sts., Philadelphia, Pa.

The Matilda Ziegler Magazine, in New York point and Braille: The Ziegler Publishing Company, 309 West 53d St., New York City.

The Christian Record, in New York point and Braille: The Christian Record, College View, Neb.

Outlook for the Blind, ink print: Massachusetts Association for Promoting the Interests of the Blind, 277 Harvard St., Cambridge Station, Boston, Mass.

REPORT OF THE COMMITTEE ON LIBRARY WORK WITH THE BLIND

The chairman of the A.L.A. committee on work with the blind, Emma R. Neisser, now Mrs. Delfino, of the Free Library of Philadelphia, rendered the following report at the Minnetonka Conference of the A.L.A., June 27, 1908. This report includes a discussion of the progress of work with the blind, extent of collections and their circulation, various types of blind print, etc.

Emma Rittenhouse Neisser had long been identified with work for the blind and with the Traveling Library Department of the Free Library of Philadelphia. In 1910 she married Mr. Liborio Delfino, and has continued her work at this library.

Previous to the conference of the American Library Association in 1907 the Chairman, Mr. Hodges, had addressed letters of inquiry to the Uniform type committee of the American association of workers for the blind and to Mr. Edward Ellis Allen, Principal of the Overbrook school for the blind, who has shown particular interest in the circulation of embossed books. The replies from Mr. Elwyn H. Fowler, of the Uniform type committee, and from Mr. Allen, owing to a change in the American Library Association program, were received too late to be included in the report presented at the Asheville conference.

Mr. Fowler said in part:

"I wish to thank you for your effort to cooperate with The American association of workers for the blind.

Of the five systems now in common use the embossed Roman letter is fast being superseded by some one of the three dot systems, on account of their more general legibility and utility. Moon's system is useful for the aged and others whose

touch is dull. The great majority of the blind in active life requires a system more compact than Moon's, however, and one that can be easily written by hand; hence the increasing use of the systems composed wholly of dots.

"Some advocates of each of the three dot systems in common use are vehement in their preferences it is true, but I think there is a large and rapidly growing number of intelligent blind readers and influential workers for the blind who appreciate the great advantages of uniformity and who are willing to make no little sacrifice of personal convenience for the general.

"The amount of literature now printed in any system should not be accepted as a reason for continuing the system in opposition to a much better system, for whatever may be the universal system, the present diversity is such that it must be different from most of the print now in use, and it should also be remembered in this connection that embossed books get out of date like other books, so that most of the embossed literature of today will become nearly useless in a few years or at most decades, regardless of the question of types. I regard the work already done with various systems as largely experimental. The underlying principles which make a system most serviceable must be discovered and demonstrated in hard experience and observation. Mere impressions as to the utility of any feature of a system are very untrustworthy. The late Hannibal Hamlin once wrote this sentiment, "Nothing is ever settled permanently until it is settled right." When the principles upon which a serviceable system should be arranged are demonstrated, it is to me inconceivable that the present babel should long continue."

Mr. Edward Ellis Allen, the Principal of the Pennsylvania institution for the blind, and now Director of the Perkins institution, wrote as follows:

"Believing that you wish to know the result of my experience on certain questions of interest to teachers and librarians alike, I beg to refer you to my paper on Libraries for the blind and I hastily write you the following:

Multiplicity of types. There have been scores of types and it little becomes people unfamiliar with the history of this subject to criticize us for having reduced that number to only

three, which need no longer be considered. Time alone will reduce this number to two; for two there must be:

The Moon type for the many adult.

A Point type for the young and able bodied.

The use of the Moon type is constantly spreading, but there is great need of new literature in this system.

The New York point type is in use in 23 of our 40 schools; the American Braille in 17, and the quantity and quality of the books in each is a matter of pride. There are already more different books in either system that any one person is ever likely to read, still, a greater variety of popular literature is demanded and will be supplied. Librarians should not complain of the poverty of books for the blind until they have on their shelves copies of what have been already issued. In general, the books in one point type are not duplicated in the other—and as readers of one can easily use publications in the other so every library would do well to possess books in each point system and in Moon's type.

Question of space. Owing to the expansion necessary to reproduce a given book for use by the blind it is natural for people to err in making "space" the primary factor in the choice of systems, whereas writability and readability by the greatest number of users should be considered.

Size of books. I am convinced that the present standard volume is too bulky and have long ago written so to Miss Chamberlain of Albany and Miss Neisser of Philadelphia. We have lately been issuing our Philadelphia books smaller and lighter and in my coming directorship of the large printing office of the Perkins institution for the blind, at Boston, I expect to continue this policy.

Public reading rooms for the blind. The principal reason why these are unwise is that they are uncalled for. It is difficult to induce the blind to resort to them; hence, the space and money that would otherwise be devoted to them should be turned into more books and better machinery for extending their circulation into the homes of the readers.

Library centers. Several centers are better than one for the reason that the concentration of such a large work at one place would be likely so to encumber the mails there as to jeopardize the present free franking privilege. Then again, the

sending for, the receiving and the returning of books throughout our great land would make the element of waste of time a great one. Still again, inasmuch as the sending out of home teachers is getting to be an important function of library work among the blind, so is there need for frequent collections of books from which to draw at once. Efficient library work for the blind is one which peculiarly demands the personal touch of devoted workers.

It is gratifying to us who are making labor among the blind our life work to note the increasing interest taken by librarians in extending to more and more of these people the solace and the delight of reading."

Two members of the Committee, Miss Griffin and Miss Neisser, attended the 9th Convention of the American association of workers for the blind, held at Boston, August 27-30, 1907.

The entire report of the "Uniform type committee" of that Association, presented at the convention, is too long to be given here. It may be found in full in "Outlook for the blind" for January 1908.

Among other resolutions of that conference are the following:

2 That we are pleased to note the gratifying increase in the cooperation and harmony among the institutions, associations and workers for the blind in America.

8 That the recommendations of the Uniform type committee be adopted:

1 (a) That the work of this committee be continued.
(b) That the committee be authorized to seek the cooperation of other organizations in the present movement towards the adoption of a standard punctographic system of printing for the blind.

2 (a) The use of complete punctuation in standard and miscellaneous publications.
(b) The use of distinct capitalization in such publications.
(c) The use in such publications, other than textbooks for the elementary grades, of such of the authorized initial contractions and of the word, syllable, and part-syllable signs as shall be proven helpful in reading, and the abandonment of such as shall be proven a hindrance in reading, and of such as would represent letters belonging to different syllables.

3 That it shall be the policy of this association to encourage a willingness to unite with the English-speaking world upon any system which embodies the principles that would render it most serviceable.

13 That we approve of the action of the Massachusetts association for promoting the interests of the blind in establishing the "Outlook for the blind," and urge that every possible effort be made to increase its circulation among the general public and workers for the blind.

Miss Neisser also attended the first meeting of the Maryland association of workers for the blind, held March 16th, 1908 at Johns Hopkins university, Baltimore.

Mrs. Fairchild addressed the class at the New York state library school upon the subject of "Library work for the blind."

An increased circulation of embossed books throughout the country indicates the steady progress of library work for the blind during the past year.

The publication in the new "Matilda Ziegler magazine for the blind" of a list of libraries circulating embossed volumes brought to many of the sightless the news of the opportunities for borrowing these volumes and gave a new impetus to the circulation of books. In answer to the demands thus created, both public libraries and institutions for the blind have taken an active interest in the subject.

A commission to investigate the condition of the blind in the state of Ohio has recently been appointed by the Governor, and $10,000 appropriated to carry out its purpose. Six members are named, one of whom is the Superintendent of the State school for the blind at Columbus.

The Society for promoting the interests of the blind in Cleveland has begun the work of home teaching in that city.

The Commission for the blind in New Jersey consisting of five members appointed by Governor Fort, was organized on June 12th, 1908 at Trenton. Mr Algernon A. Osborne, 6 Park Place, Newark, is Secretary. The appropriation of $1,000 to carry on the work will not be sufficient for a state census of the blind, but the Commission hopes to obtain a roughly approximate enumeration of the blind throughout the State. The Secretary will be grateful for the names and addresses of any blind person residing in New Jersey known to the members of the American Library Association.

The Carnegie library of Atlanta, Georgia, the Public library of Brookline, Massachusetts, and the Central state normal school at Edmond, Oklahoma, have recently undertaken work for the blind, together with the Public library of Leavenworth, Kansas.

In November 1907 the Pennsylvania home teaching society for the blind extended its work by sending a home teacher to Pittsburg. The Society has deposited a collection of books in the Carnegie library, which has agreed to be responsible for the books and which will superintend the circulation of them.

Especial mention should be made of the excellent work for the blind by means of home teaching now being accomplished by the state of Delaware. In addition to the state appropriation for the home teacher the municipal authorities of Wilmington recently made a grant of $250 for embossed books and use of a room in the Wilmington institute free library. As a memorial to the late Bishop Coleman, sufficient funds have been raised to pay for embossing in Moon type and in Braille the chapters from "Les Miserables" relating to the character of the Bishop.

The New York circulating library for the blind has received a bequest of $5,000 from the late Mr. Clemence L. Stephens. As this library has been consolidated with the New York public library, the bequest will be received by the latter and will be used for the development of the Department for the blind.

The Montreal association for the blind has just been organized. Professor Septimus Fraser, 51 Crescent street, Montreal, is secretary.

Since January 1908 the Society for the promotion of church work among the blind has employed a blind visitor one afternoon each week to call upon members of the Protestant Episcopal Church in Philadelphia who are blind, to read to the aged and to those who have no one to read to them.

NEW PUBLICATIONS

1. *In ink print*

The committee particularly commends to your attention the new magazine in ink print, entitled the "Outlook for the blind," published by the Massachusetts association for promoting the interests of the blind, 277 Harvard Street, Cambridge, Massachusetts. It is "a quarterly record of the progress and welfare of the blind," and should be in the hands of all librarians

interested in circulating embossed books. The price is $1.00 per year.

The Perkins institution and Massachusetts school for the blind has issued a valuable bibliography entitled: "Special reference library of books relating to the blind, Part 1, Books in English, compiled under the direction of the late Michael Anagnos. In a pamphlet of addenda, the list is brought down to Nov. 1, 1907. The Perkins institution has also issued a "Catalog of embossed books in the circulating library." The Director, Mr Edward Ellis Allen, will gladly send a copy to any librarian who requests one.

The report of the Commission of 1906 to investigate the condition of the blind in the state of New York, recently issued, is a valuable addition to the literature on "The blind." It may be obtained from the capitol, Albany, New York, and from the secretary of the Commission Mr O. H. Burritt, now Principal of the Pennsylvania school for the blind, Overbrook, Pennsylvania.

The first Report of the New York association for the blind, 118 East 59th Street, New York City, also recently issued, contains an account of the home teaching carried on by the Association. It is to be obtained from the Secretary, Miss Winifred Holt, at the above address.

The Brooklyn public library has during the year published a finding list of the embossed books belonging to the library.

2. *In embossed type*

In a letter dated June 8th, 1908, Mr Edward Ellis Allen, now Director of the Perkins institution, wrote:

Largely through the influence of librarians, the Howe memorial press is now getting out booklets of a practical shape and size, that it is trying to supply the need for good light reading in the Braille system for the blind, and that the library of the Perkins institution will gladly lend these stories to any one wishing to read them who will notify our librarians. I am enclosing herewith a list of these stories.

These small books are inexpensive, the cover costing but ten cents. Though we are glad to circulate them, one or more at a time, we have no conveniences for doing so in vacation. Thus, I should suppose those libraries having departments of embossed books would wish to obtain copies, especially as we will dispose of them to such libraries for 25 per cent. discount from cost price.

New Braille publications of the Perkins Institution now ready for circulation:

Heyse, L'Arrabiata
Davison, How I sent my aunt to Baltimore
Hayes, The Denver express
Phelps, Fourteen to one
Wister, Philosophy 4
Bunner, The Zadoc Pine labor union
Hubbard, Get out or get in line
Hubbard, Message to Garcia
Daudet, Pope's mule
White, Eli
Potter, Tailor of Gloucester
Andrews, Perfect tribute
Chester, Skeezicks elopes
Harraden, A Bird of passage
Harte, Col. Starbottle for the plaintiff

Twenty-five stories listed to follow are:

Kipling, Wee Willie Winkie
Lee, Uncle William
Page, New agent
—Soldier of the empire
Crawford, Little city of hope
Maupassant, The Necklace
Yonge, Last fight in the Coliseum
Aldrich, Goliath
—Our new neighbors at Ponkapog
—Quite so
Kelly, Perjured Santa Claus
Wiggin, Saving of the colors
Doyle, Adventures of the red-headed league
Spyri, Goat boy
—Without a friend
Stockton, Lady or the tiger
White, Honk-honk breed
Deland, Promise of Dorothea
—Good for the soul
Repplier, Story of Nuremberg
Bourget, Mon. Viple's brother
Davis, Story of a jockey
Clemens, Two little tales
Paine, Don't hurry club
Dalziel, Flaw in the crankshaft

The "Outlook for the blind" for July, 1907, contains a list of new publications in embossed type not yet appearing in the catalog of the American printing house for the blind. Since

the list was printed several additional volumes in New York point have been issued for the New York state library:

Wiggin, New chronicles of Rebecca
Parkman, Jesuits in North America
Palgrave, Golden treasury
Clemens, Tom Sawyer
Hale, Daily bread
Andrews, Perfect tribute
Gaskell, Cranford

(the last title a gift from Miss Nina Rhoades)

"The Christian record," published monthly by the Christian record publishing company in two editions, one in New York Point, the other in American Braille with contractions, is now free to any blind person who applies for it and to any free circulating library.

The new publications in Moon type include Tennyson's "In memoriam"; Whittier's "Snowbound"; Owen Wister's "Life of General Grant"; "The Perfect tribute" by Andrews; "An Account of the Yellowstone national park" by Arnold Hague and "The Grand canyon of Arizona," by J. W. Powell. Judge Pereles of Wisconsin, has again published a new volume as a memorial to his mother, who was blind. The volume selected last year is entitled "A wonder worker of science," an account of the work of Luther Burbank.

The New Jersey library commission made a donation of $20 to the Pennsylvania home teaching society, which was applied towards the half-cost of stereotyping "The Yellowstone national park" in Moon type.

One of the most important events of the year was the publication of the "Matilda Ziegler magazine for the blind," which is a gift to the blind from Mrs. William Ziegler of New York City. It is published in two editions, one in American Braille, the other in New York Point, and the first number was issued in March 1907. There is a nominal subscription charge of $.10 per year. The magazine is now printed and bound in its own office, having been removed during the year to 306 W. 53d Street, New York City.

Miss Giffin suggests "a plan for having a central library for the blind, with special attention paid to collecting and disseminating correct information about the blind, employment, etc., etc.,

and a central library in each state that shall attend to the needs of her blind readers."

Mr Asa Don Dickinson, a member of the committee writes:

Could we not offer some resolution or make some recommendation that would be immediately useful to ordinary libraries?

As for instance: (a) That each library having a department for the blind and willing to loan from it traveling libraries to its smaller neighbors should so inform our Committee; (b) that each library wishing to make a start in the work be encouraged to apply to us for suggestions and information; (c) that we place ourselves on record as being neutral in the battle now waging between "Braillites" and "Pointers," but as earnestly desiring the speedy annihilation of one or other of the contestants: (d) that we recognize the indisputable value of Moon type for those who can use no other, and encourage the production in Moon type of readable books—in this country if possible.

In writing to Mr Dickinson, Mrs Fairchild sends the following suggestions:

1. A concerted effort for a library for the blind in every state under the auspices of the State library or commission or school for the blind to contain all books in print in American Braille and New York point and a selection of Moon.

2 A concerted effort to get an appropriation for new books from every legislature. There should be cooperation between different states to prevent duplications.

3. An effort to get at every blind person in each state and convert him into a reader. This could be done by home teaching, either by regular teacher or by New York state plan of voluntary cooperators.

The only reason why I do not favor your plan of a central library is that the country is too big. The books would get unnecessary wear in traveling and there would be waste of time in getting books into the hands of readers. The city is too small a unit, the country too large, the state just right."

In closing the report we recommend that a committee of this association be appointed to report on the progress of library work for the blind at the next Conference.

Respectfully submitted,

EMMA R. NEISSER,

For the Committee.

LIBRARY WORK WITH THE FOREIGN BORN

Foreigners who come to America often find that they have come too late in life for complete Americanization. The public schools take care of the children, but the immigrant of mature years must get the practical part of his education "by hard knocks." Here libraries of many cities find material for work on Americanization—a process of mutual understanding; a movement to help the foreigners share the privileges and benefits that a democracy offers to its people. Getting in touch with the foreign reader to impress upon him his obligation to assume his share of responsibilities as a citizen and to train him for efficient performance, is a large task belonging in part to public libraries. The nationalization of the immigrant is not a new subject, nor is it so even to the library, but post-war work has laid particular stress on this side of library work.

LIBRARY WORK IN THE BROOKLYN GHETTO

The Brownsville Branch of the Brooklyn Public Library, in the Ghetto of that borough of New York, had as its nucleus a small library that had been maintained by the Hebrew Educational Society. This library is interesting as much for the work that it has been able to do as for its unique district and peculiar clientele. It has been estimated that 98 per cent of the population is Jewish, with Russian Jews predominating.

Since this paper was written, the new Brownsville Branch Library has been opened (December 19, 1908).

Leon M. Solis-Cohen, the author of the following paper, took his B.L.S. degree from the New York State Library School, then spent some time in re-organizing the library of the West Point Military Academy. That same year he was appointed librarian of the Brownsville Branch of the Brooklyn Public Library. Some time later he was made head of the Traveling Library Department of that library in which capacity he remained until his resignation in 1913. He died in that same year.

Some three years ago the Brooklyn Public Library established a branch in Brownsville, the Ghetto district of Brooklyn, N. Y., by taking over a small library that had been maintained by the Hebrew Educational Society. Its growth during the trying period of reorganization has been so abnormal and its location so unsuitable, that scant opportunity has been left to attend to more than the physical side of the work. The library is interesting therefore, not for the work it has yet been able to do, but for its unique district and peculiar clientele.

Brownsville differs from the other Jewish districts of New York City in containing a nearly homogeneous population. In the great "East Side" of Manhattan the people are broken up into groups of Russian Jews, Polish Jews, Roumanian Jews,

Lithuanian Jews, etc., but in Brownsville, where the population is 98% Jewish, the Russian Jews make up about 90% of the total. The result is a Russian Jewish community of nearly 90,000 souls, with community life and community interest. It has its own board of trade and in the Hebrew Educational Society its own settlement house, but though the city has provided some eight or ten public schools, it has as yet no high school and but one branch library. This community is not the result of a slow, steady growth, but rather has grown up over night and is in all essentials new. New, in that six or seven years ago, before the opening of the Williamsburg bridge permitted the teeming ghetto of Manhattan to pour some of its overflow into Brooklyn, Brownsville was but a barren suburb part of the sparsely settled East New York. And new, in that its inhabitants have been in America but a short time varying from a month to fifteen years.

This newness of the people shows in their attitude towards our institutions. Although every Russian Jew is at heart an earnest student and a lover of books, the outrageous conditions under which he has been forced to live in Russia bring him here with little knowledge of other books than the Bible and the Talmud; indeed, in the rural districts the word book, especially to the women, means little more than Bible. Many mothers, therefore, on their arrival here are suspicious of all reading matter and though soon grasping the idea of the public school, show no understanding of the public library and do not encourage their children to use it. With the rising generation it is different. The children often think it is as obligatory to come to the library as it is to the school, and are sorely disappointed when their parents will not help them to become members. Frequently when failing to interest their parents, they will sign their mother's or father's name to a note or an application, for by one means or another they must "take themselves in the library." In a few cases there is deliberate forgery, but more often these false signatures are due to the inability of the parents to write English and to the belief that what the library requires is merely the name of the parent. Young children do not appreciate the responsibility an endorsement represents and, moreover, are frequently instructed by their parents to write the names themselves.

Wherever proper names are used a general looseness seems a characteristic of the district. Scarcely two adults in fifty will give more than an initial when asked for their full names; not many more will always spell their own names the same way, and for every member of a family to spell the family name alike is unusual. A girl may start life as Rebecca Liffschütz, then become Beckie Liphschütz, and end to the library's confusion as Beatrice Lipschitz. This happens chiefly because the people think of the name in their vernacular and the way in which it is transliterated or translated is an unimportant detail. To them, however spelled, it is always the same name. Moreover, when they first arrive and begin to learn our characters they spell their names phonetically, not becoming acquainted with the vagaries of English spelling until much later. With children much of the trouble is due to anglicizing a foreign name, *e.g.,* changing Rozinsky into Rosen, and to the carelessness of the school teacher who insists that a child spell his name a certain way without first discovering how his father spells it.

In the face of such happenings, a library cannot prevent confusion from creeping into its registration records. The problem can be partially solved by insisting that a child spell his name the same way his father does, and by placing together in the application file, with appropriate cross references, all known variants of the same name. This helps little, however, when, without notifying you, a borrower changes his name from a form like Lubarsky to so different a one as Barr.

To one beginning work in a poor foreign district many habits of the people seem particularly objectionable that later become better understood. For example, the practice of many men of coming to the library and failing to remove their hats; or instead of keeping to the right, the trying of some to force an exit where others are entering; or being untidy in appearance; or apparently careless in the handling of public property. But after some time it is recognized that the unpleasant characteristics arise from the fact that many social ideals of these people are different from ours; that in some cases they have never been able to have any. Later on it is realized that the socialist speaks truth when he contends that "the chief trouble with the poor is their poverty." The foreign Jew does not think to take off his hat because it is his custom to cover his

head in the synagogue, and other public institutions are new to him. He is no longer on constant watch for cleanliness other than ritual cleanliness, for the herding and the crowding he has been subjected to in the medieval and modern ghetto has well nigh destroyed such an ideal and a generation under slightly better conditions is not sufficient to wipe out the stunting effects of a thousand years. He seems to be careless with public property, or rather his young son does, because his home is often so crowded and so poverty-stricken that he has no place to put his book where the baby cannot get at it, or where a greasy dish may not be set upon it. And in the case where the attitude towards a public institution looks as if liberty and license were hopelessly confused, such confusion is but part of the reaction when the pendulum swings to the other extreme after generation upon generation of repression.

Such a people, nevertheless, make a reading public many librarians long for in vain. You are not eternally beseeched for the latest novel—possibly because there are few women among the adult readers. Your reference assistant is not pestered with requests for witty mottoes for luncheon favors, or the heraldic crest of the younger branch of the Warringtons. Nor do you need to be ever on the watch for novel methods of advertising your library, or new means of attracting the public within its doors. But rather are you constantly beseeched for more books on sociology and for the best of the continental literature. Your reading room is full of young men preparing themselves for civil service and college entrance examinations. Your reference desk is overtaxed with demands for material for debates on every conceivable public question, from "equal pay for women" to the comparative merits of the library and the gynasium. And when there are more youngsters awaiting help in looking up every single allusion in their text-books than the assistants can serve, you are apt to find some child seeking for himself something about currents in the latest number of *Current Literature*. And what is better still, you have to be conservative and ever on guard lest your reading public increase three times as fast as can the library's resources.

Fully two-thirds of the work in all departments is with children. The little readers are the most insistent and are

very willing to wait a whole afternoon for the return of a copy of the book that they want. Their reading is an odd mixture of the serious and the childish. Their race tragedy often sobers them in appearance and taste very early, and as is well known, they are very precocious. Sometimes a little toddler will come in whose head just reaches up to the registration desk and to the surprise of all, after writing his name readily will read right off some paragraph given as a test. Occasionally children will confuse the titles of desired books and ask for "Uncle Tom's cabbage" or "Mrs. Wiggs of the garbage patch." They are very responsive, however, nearly worshipping their "library teacher," and when once understanding the situation are most polite little people.

The reading of both young and old shows a rather high percentage of non-fiction; but in this Brownsville is not an exception. In similar sections of Manhattan the New York Public Library reports the same more serious trend of reading in comparison with its other districts. Books of biography, contrary to the usual habit, are drawn 50% oftener than books of travel. This is particularly gratifying; for when the reading of biography seldom fails to inspire and stir much duller minds, how great must be its stimulating influence on a race so ambitious? Towards books whose use some libraries restrict, the attitude of the adults is very liberal. No explanation completely satisfies them and their indignation rises high when they learn that libraries occasionally see fit to withhold certain volumes of Tolstoi, of Zola, or of Shaw.

In a poor crowded district, at least, the access-to-shelves question is an open one and Brownsville's experience does not differ enough from the usual to indicate a final solution. The annual missing list runs well into the hundreds and the tally of mutilation cases looks proportionately bad. Among the adults as many volumes are lost through misunderstanding the meaning of the word "public" as through wilful theft. Little children will slip out without knowing that there is a charging process to be gone through. Young boys will sometimes steal a book out of pure bravado. But more often in both departments, books will be taken because the readers "must have them" for their studies, and as fines are owing on their cards they feel that there is no other way for them to obtain the volumes.

It would seem, therefore, that in a foreign tenement district it may be unwise to start a new library with all its shelves wide open, or to suddenly convert a closed into an open-shelf library. A gradual opening would perhaps be better.

Home damage to books was excessive at the time the Brooklyn Public Library took charge in 1905, but in the last two years it has been largely reduced. The method has been to require the assistants when discharging, to run each book through their fingers before returning his card to the borrower. In this way a reprimand may be administered, or a fine charged when the damage calls for it, at so slight an extra cost of time that it has been practicable to continue the process with a monthly circulation of 23,000 volumes.

A harder matter to deal with is the losing trace of borrowers through their frequent removing from house to house. The average is two removals a year, but often it runs up to five or six. An additional complication arises where so many different people bear the same name. The only available resources have been to inquire whether the reader is "still living there" at every opportunity, such as when rewriting a filled reader's card, or returning one that has been filed away, and to make each applicant read the rule requiring notice at the library of every change of address.

Somewhat similarly, when a reader's card is issued to a new borrower, he is handed the rules of the library mounted on a card, which he reads and returns to the desk. If he cannot read English he is given a Yiddish or a Russian copy. If he is a child he is given a copy in simpler language typewritten in capitals. This permits strict dealing with delinquents who might otherwise plead, with some justice, that they are "strangers in a strange land" unfamiliar with its customs.

A Yiddish variant of the endorsement clause has been printed on all Brownsville application blanks and the accompanying slip, when applications are mailed to the parents for signature, is printed in both Yiddish and English. It is expected that Yiddish notices and signs will be more widely used in the new building now nearing completion.

Hardly anything more than a survey of the field has been attempted in regard to personal work with the public. Five hundred Yiddish, Russian and Hebrew volumes have been too

few to attract many of the fathers or grandfathers. Although a library representative has given talks at the monthly mothers' meetings and club leaders' meetings of the Hebrew Educational Society, has addressed a mass meeting of the Society's clubs and has talked to various clubs and associations in the neighborhood, few important results have been accomplished. Such work could not be done thoroughly enough or frequently enough to bear fruit. A weekly story hour, perhaps, has been the only exception. This was so popular and seemed to mean so much to the children, that the children's librarian was prevailed upon to continue it throughout the season, despite the fact that utterly unfit physical conditions cried aloud for its discontinuance.

When the library has settled down in its new building, however, and personal work can be taken up in earnest, there is so much waiting to be done that the future glows with promise. With hardly another cultural institution in the district, with no other now conducted so as to inculcate ideals of orderliness and with a public that is composed of real readers, the possibilities and the responsibilities of the library's position are enormous. A reference department may be built up second to that of no branch library in the whole city, a circulation, if one desired it, rivalling that of Somerville, Massachusetts, and a position in the civic and social life of the community equal to that of Cleveland.

IMMIGRANTS AS CONTRIBUTORS TO LIBRARY PROGRESS

The librarian in charge of the Tompkins Square Branch of the New York Public Library, on the lower East Side, in 1913 reports the progress of work with foreigners there. The following paper was prepared for the Kaaterskill Conference of the A.L.A. and read before that body June 24, 1913.

A biographical sketch of Mrs. Adelaide Bowles Maltby appears in Volume 2 of this series.

I should prefer to let Miss Antin's personality and accomplishments bear home to you the point I had hoped to make; and silently let what she has said to us possess our imaginations to the end that our interest and will-to-do will be vigorously stirred. Forunately, this will happen in spite of my words.

A little girl with a fairy book in her hand gleefully remarked: "I can tell what kind of stories are in the book by the continents." Would that we could so tell the stories of our peoples! Yet the story of immigrants in this country is not unlike that of the "Ugly Duckling;" and Miss Antin is living proof of the swan-like qualities. We, as a nation, have persisted in hatching the odd egg; have been apparently proud of the duckling's ability to swim untaught, like other ducks; and were duly troubled, when because of his unlikeness, he was not acceptable to closer acquaintance with cock and gander in the barn-yard. We have witnessed, with but feeble protest, his struggle to feel at home, his association with wild ducks and all it entailed. It seems as if the winter of his agony is enduring. He's had a stirring within as of something better to come! The question is will we make greater effort to recognize the swan-like qualities and to give freedom for their development? In this direction lies progress.

As contributors, I shall not single out great personalities from among our foreigners. They will belong to history. Nor

do I mean only the well educated groups. They are generally accorded recognition. But I do name the masses who earn just consideration slowly.

First of all, immigrants have kept us alive in every generation. Shall we say on the "qui vive" in some localities? All agree that living is no minor art, so to stimulate life is a contribution. Frank Warne in his book, the "Immigrant Invasion," tells how the distribution of immigrants previous to our civil war practically determined the outcome of that struggle, by giving to the North balance of power in Congress because of larger population, which was made up of able-bodied men who replaced Federal soldiers and kept shops and farms going to furnish supplies to the army. It is interesting to note that Mr. Warne ascribes the trend of immigration to the north and west very largely to what was read in the old countries about life in different parts of America, mentioning "Uncle Tom's Cabin" as the one product of literature most influencing distribution.

Cold statistics tell us that New York, Massachusetts, Pennsylvania, New Jersey, Illinois and California have the greatest number of foreign born. With this as a basic fact we naturally suppose that in these states, at least, public libraries will be found catering to and helping to Americanize and to educate these citizens-to-be; because, if for no other reason, we proudly call ourselves the "university of the people." If the truth were told through questionnaire, or otherwise, about twenty-five out of one hundred libraries throughout New York state are sufficiently alive to the problem to supply books to attract and interest foreigners. Yet for twenty years, at least, the task of assimilating the almost overwhelming influx of immigrants has been acute in the states named and in many localties elsewhere. A gentleman working for the education of foreigners in American ways has said that he thought libraries seemed most indifferent to their opportunities. While another, a foreigner, devoting himself and two fortunes to bettering conditions for immigrants, thinks that public libraries, when they do work sympathetically—I mean that in the broadest sense—with the foreign born are the only organizations which accomplish with real altruism the implanting of American ideals and the developing of better citizens. This, he believes, is done

when we appreciate and build on the natural endowment of the individual or race.

Since the national government has been facing this stupendous problem, commissions and organizations galore, official and philanthropic, have sprung into existence as aids. So many are there in New York City alone, a possible list would bewilder one! Yet in how many reports of such work when educational assets of communities are being cited, is there mention made of libraries as a force in educating the immigrant? Through libraries, however, more than through most educational agencies may self-expression and development of natural gifts be realized by individuals of all ages and nationalities. Where does the trouble lie? Have we been open-minded or eager enough to discover the excellent contributions foreigners bring to the end that we respond to live issues, thus building progressively?

Old habits can be changed to new compunctions. There is no standardized method of discovering or of spiritualizing men, of holding intercourse with aliens or of receiving what they bring: but we can develop sympathy and understanding, by knowing the people as individuals, their countries, literatures, languages, arts, great national characters—in a word, their histories, even to economic conditions. Thereby do we come to an understanding of reasons for immigration of the present day and of aspirations for life here. Thus equipped mentally for further sympathetic appreciation, first hand observation of conditions will help; or if that is not possible, an imaginative putting ourselves in the immigrants' places from the time they leave their old world homes with all their worldly goods in their hands and, in spite of homesickness and fears, with courage and hope in their hearts—with them as they exist in their steerage quarters and with them when they pass through the portals and mazes of Ellis Island, in the main uncomprehendingly but always trustfully. I can not attempt here to draw the detailed picture; but if you cannot see it for yourself, Mr. Edward Steiner gives it graphically and faithfully in his "On the Trail of the Immigrant." At last, the Federal government accessions the immigrant. He is passed on, properly numbered, to be shelf-listed by states, cities and towns, coming finally to libraries and other institutions to be cataloged. It remains to

us then to decide for our own work whether there shall be one entry under the word "alien" or whether his various assets shall be made available by analytical entries.

Somewhat of all this we must know to appreciate what the immigrant can contribute to life here, and to library progress, if we are wise enough to call it forth or make opportunity for its expression. It is vain to hope for the assimilation of the alien as a result of conscious benevolent effort. We too often forget that each of the hundreds of thousands is a human being! With a sense of the finest they can bring with them, we should have an increasing knowledge of how they live here, what they think and how these elements can be influenced by books and personal contact. The pressure of a congested neighborhood goads to thoughtful search for remedies.

No one will go far along these paths without realizing how avid libraries must be to reap the benefits of such diverse gifts, rather than to suffer from the dregs. We must correlate books and people as never before to attain progress.

"If we once admit the human, dynamic character of progress, then it is easy to understand why the crowded city quarters become focal points of that progress." As an earnest of what is being done in many libraries elsewhere, may I tell of our work in New York, of that only because I know it best. What has been done in one place and more, can be done in another through interest, desire and adaptation.

The necessity of having the library near the people for whom its use is intended is, of course, recognized. This is more especially true when the people are foreigners. The New York public library has forty-one branches and all that are located in districts where foreigners live have, beside English books, collections of books in languages native to the residents. By so doing we believe that we convince of our friendship those adults who do not and even those who may never read English. This is a fundamental necessity, opening up various possibilities for imparting American ideas and ideals. The less English the grown people read the more they need knowledge of true American ideas to help keep them in touch with their children, who rapidly take on ways and manners strange to their parents, many of whom are uncomprehending, reticent

and often sad. We go still further. We have assistants of the nationalities represented in the neighborhood, whose special duty it is to make known to their peoples the library privileges, also to know their people individually as far as possible and, of course, the books. Right here may I say that a foreign born assistant imbued with respect for her own countrymen and with true American ideals can in her enthusiasm do more to make real citizens than many Americans. This cannot be accomplished if, as happens with so many young foreigners, their own people as we see them in this country, are held in contempt. It were pity to scorn the strong qualities they possess, these "Greenies," as they call themselves. They live daily too close to the vital facts of existence to develop self-consciousness or artificialities to any great extent. We talk of simplicity. They have it. Courage, singleness of purpose, happiness in modest circumstances and astonishing capacity for work are elements of everyday life unconsciously developed. Their wealth of imagination, fostered by their own folk-lore and early traditions, could not be more wonderfully illustrated than it has been just recently in New York. The majority of us think of New York and other large cities as vast factories with the machine-like and vicious qualities of human nature uppermost, so it is most refreshing to contemplate "Old Home Week in Greenwich Village" and the "Henry Street Pageant."

"Old Home Week" successfully recalled Greenwich Village history in a dramatic way to its residents—American, Irish and Italian—and aroused a new sense of fellowship in sharing the district's activities.

To celebrate the twentieth anniversary of the Henry Street Settlement, a pictorial representation of the history of the neighborhood from the days of the Indians to the present time was given by its residents—men, women and children—before an assemblage of spectators from all parts of the city and representative of all its activities—civic and social. The last living picture, or episode, was of all the nationalities that have lived in the last fifty years in Henry Street, once the center of Manhattan's fashionable life. The Irish, the Scotch, the Germans, the Italians and the Russians appeared. They sang the songs and danced the dances that contribute so much poetry to the life of the city, while onlookers marveled at the temperamental

qualities which made it possible for foreigners to reproduce with unconscious realism historical scenes of a city and a country not their own!

Such neighborhood pageants as this and the celebration in Greenwich Village, exert a wholesome and a permanent influence in our municipal life. In both these events the libraries of the neighborhoods took part. The library aimed to show that folk-songs and folk-dances are kept alive by folk-stories. The contrast between old New York and the present time was shown by the use of historical scenes—lantern slides—and a story; in the one case reminiscent of early Dutch settlers and in the other a poetic interpreting of the spirit of service in municipal life. Those planning the pageant felt that this was a direct help in making atmosphere or in inducing an interpretive mood in participants. Festival occasions like these bind together by national ties the people and institutions of a neighborhood and are rich with possibilities for the library. To a delightful degree they broaden our understanding of the folk-spirit.

So it seems natural to have stories in the library told by foreigners in their native tongues. From time to time we have groups of Bohemians, Germans, Hungarians, Italians listening to old world traditions and tales. Knowing the original and the translation enhances the value of the story in English for narrator and listeners. Through these story hours we are reminding the foreigner of his unique contribution to life here, and are showing our respect for his best. For a simple example, our picture books and book illustration in general do not express life as vividly or realistically as Russian, Bohemian or Swedish artists do. Having some of these in our juvenile collections has been a distinct contribution to establishing sympathetic relations with foreigners.

Yes, it is true that the Italian laborer loves Dante and Italian classics. It is relatively true of other nationalities. If we take for granted that we should know and libraries should have, French and German standard writers—and this largely because their literature is older, more translated or their languages better known—may we not also take for granted that literary history is still in the making? Should we not bestir ourselves to know latter-day masterpieces, if such there be, and the other literature which has helped mould or inspire

writers of them, in Swedish, Finnish, Bohemian, Polish, Hungarian or any other language spoken by the people surrounding us? Perhaps the need of realizing what these literary contributions may mean can be emphasized by the fact that in one week, June 2 to June 9, 1913, thirty thousand souls, nearly five thousand daily, passed the man at the Eastern gateway. Eighty per cent or thereabouts are going beyond New York City these days.

Is the Hungarian's enjoyment of Jokai or their patriot poets for Hungarians alone? One can better appreciate how to sustain effort and enthusiasm in a person or a group of this nationality if one knows that much of their best poetry came almost from the cannon's mouth on the field of battle; and if one has seen the glistening eyes and heard the voices of kerchief-capped girls and boys in trousers to shoe tops as they sang in ringing tones "Esküszünk!" and then heard their national song in English for the first time. At home they may not celebrate their Independence Day, March 15; but when they are invited to, here, in the library, they do it with much genuine feeling and true sentiment, which I believe leads them to appreciate and adopt as their own our Independence Day. Through such as they, perhaps, patriotic sentiment and feeling may once more be evident in our Fourth of July celebrations.

If we try to think of a library without the contributions of writers of other nationalities, we must face almost empty shelves in some classes of knowledge. This makes us realize more clearly that immigrants have rich possessions by right of inheritance while these are ours only by adoption. Some of the newcomers to our shores may have lost their heritage temporarily; but they will warmly cherish as a friend the library that restores to them this valuable possession and for us that friendship is preeminently a contribution.

There are other special ways in which the library seems happily successful in forming such friendships. With adults it comes through our co-operation with neighborhood associations, or organizations working for the benefit of foreigners, such as the Y. M. C. A. and Y. W. C. A. who conduct in our lecture rooms classes to teach English to foreigners. In these instances it is our pleasure to supplement with books the copies treated. The book work is, perhaps, most marked in connection with

the English classes where we have opportunity to watch progress and needs of the individual more carefully from the time when an eager pupil may ask, as one did, for a book called a "Woman's Tongue" wanting Arnold's "Mother Tongue" to his reading of Hale's "Man without a country," perhaps, or Andrews' "The perfect tribute." There are also many semi-social, semi-educational clubs, or associations, which hold their meetings. The Slavia is a Bohemian club, which has as its only meeting place the Bohemian department of one of our branches. Its members have done much to help form a splendid Bohemian library. Several Hungarian associations work in co-operation with three branches, where are collections of Hungarian books. A large Polish society gives its educational lectures twice a month in one branch and its advice in the selection of book; but perhaps the "German Association for Culture" best illustrates by point. They state: "We are working for culture, and we aim to give the Germans in America and the Americans a better understanding of our contemporary German literature and art. We are bending our efforts more particularly for our members who as artists, poets, writers, etc., are producing valuable works. And we want to help as much as possible those talented artists, poets, etc., who are not yet known." Their distinction is that they succeed! Even in the et ceteras!

As concrete instances of other possible contributions by foreigners to library progress, I want to tell of the discussion of one City History Club chapter and the action of a settlement organization. The membership in both is composed of foreign-born young men from sixteen to twenty years of age, and both groups interest themselves in present day civic welfare. The Settlement Club wrote to the mayor, comptroller, library trustees and several daily papers a dignified plea for increase in library appropriation and in salaries. The year's closing meeting of a certain City History Club was a discussion of the city budget, the club members representing New York's mayor, alderman and comptroller. The main contention of the majority was that cutting the appropriation of the public library meant seriously handicapping one of the city's most efficient servants and they ended with a warm appreciation of service rendered by library assistants and a vigorous plea for better

salaries. This was later reproduced for an audience of representative citizens by the City History Club as a token typical of their work. Both these happenings came as complete surprises to librarians. It seems as if in eagerness to "get on" young foreigners, especially, seek and use every possible public means for advancement. They soon appreciate what good service means and how to get it. They make us feel toward what ends they are tending and suggest definitely our part in the building for civic betterment.

To sum up, immigrants do bring very many contributions in art and literature. They bring many capabilities, that of acquiring intellectual cultivation being not the least among them. I am not blind to the seriousness of the problems they create, having worked among them about ten years; but the conviction strengthens that knowing and understanding their racial and social inheritance and first hand contact with groups of individuals stimulate to broader thought and living. It is not an argument! It is a suggestive statement! Immigrants can contribute to library progress.

WHAT THE FOREIGNER HAS DONE FOR ONE LIBRARY

More than one-half of the population of Passaic, New Jersey is foreign. The Reid Memorial Branch Library is helping them to become useful citizens. Small collections of books in Slovak, Hungarian, Roumanian, Bohemian and Italian were first acquired and then periodicals, with newspapers from home towns, were added. Gradually the library became a meeting place for all important educational and civic gatherings and in other ways showed its interest in the welfare of foreigners. It became such a vital part of the social life of the community, that evening study clubs were organized for various nationalities—each having a director speaking its own language—the meetings being held in the library.

The following paper by J. Maud Campbell, then librarian of the Passaic Public Library, appeared originally in the *Massachusetts Library Club Bulletin* and was reprinted in the *Library Journal* for July 1913.

J. Maud Campbell was educated in Scotland, graduating from the Edinburgh Ladies' Seminary with a certificate for the Edinburgh University. After serving as reference assistant in the Newark, New Jersey Free Library, she was for a time connected with the North American Civic League for Immigrants. At the opening of the Jane Watson Reid Memorial Library, Passaic, New Jersey she became its librarian. From here she went to the Library Division of the Massachusetts Department of Education. Since January, 1922, she has been librarian of the Jones Memorial Library at Lynchburg, Virginia.

My experience in working with foreigners has often led me to think that while we have been busy preaching in our favorite way about American ideals for the immigrant, etc., we have not thought enough about the good in the immigrants themselves and I am glad of an opportunity to testify to the broadened knowledge, the better appreciation of a number of literatures and a wider human sympathy for which I am indebted to the foreigners with whom I came in contact during my work in a public library.

There is little doubt that race prejudice is one of our present day evils, the unreasonable prejudice against immigrant people amounting almost to a belief that they are different and not entitled to the same treatment and consideration we accord to our own race, or as sanctioned by the Golden Rule. Why this should be, I do not know, unless it is that we fear most the things we do not understand and we feel there must be something peculiar about people, who in the spirit of the pioneer, blaze their way and settle among us, earning their living and leading an independent life; asking nothing, offering nothing and showing only a stern face, until we ask their assistance. This uncomplaining bravery is the stuff that heroes are made of, but the aloofness of heroes is sometimes trying to live with and we distrust what we do not understand. Where they exceed us in virtue is perhaps in their friendly kindliness, their readiness not only to deny themselves, but to make sacrifices for one another and do it with such tact that the sting of accepting help is all taken away. What they lack in social usage and American habits of living is more than made up by their more trusting faith and perhaps a finer spiritual grain which must be behind their unquestioning acceptance of the hard conditions circumstances force upon them and their readiness to overlook the many injustices of which they are so often the victims. Their uncomplaining bravery, their adaptability, their respect for authority, their eagerness to learn and ambition for their children, as well as their abiding faith in American ideals, as they conceive them, should command our greatest respect.

I think it was the work with foreigners that put the Passaic, N. J., Public Library on the library map. We had been leading a peaceful life there for about ten years, serving the public without any great effort, as the majority of libraries do in

towns of about 30,000 inhabitants and on an appropriation of $7,500.00, up to the time we were placed in a position to recognize the rights of the foreign speaking people to books in their own language as long as we were accepting their taxes in support of the library, and I think we were the first library in the East to circulate actively books in eleven languages. The year we put in 500 books in foreign languages, we increased the circulation 22 per cent. the foreign books averaging a circulation of 20 times each during the year. The last year I have figures for, 1911, shows a circulation of over 20,000 volumes in foreign languages, or about 1-10th of the whole circulation, while the foreign books form hardly 1-20th of the collection.

Co-operation. From the very first, the foreigners showed us the value of the co-operation we are so fond of preaching but so reluctant to practice. When it became known the library would buy books in foreign languages, the different nationalities which formed that town's cosmopolitan population got together and made a concerted appeal to the trustees for their own books. I have with me one of these petitions. They all breathed the same spirit and were expressed in the same halting English. But what pleased me most was to see the way people of different interests had combined in an appeal for their own nationality; singing societies working with church societies, gymnastic societies and benevolent insurance societies, for when a crowd can forget their national disputes, forget their social differences, forget their different creeds and meet cordially on a matter of public good, we are getting the finest kind of co-operation and those who are working in libraries must be glad to be instrumental in calling forth this democratic spirit. We are missing an enormous power for good, if we do not work in connection with the foreign societies which control the different nationalities in all our communities, and from my own experience I would say that the reception received from them is so cordial one's head is apt to be turned, the gratitude and deference shown being all out of proportion to the effort made to assist them. Our societies did not end their usefulness with the petition, for, when in reply to their request we told the people we would have to ask their assistance in the selection of the books and where to secure them, these different so-

cieties each selected two members to represent them on a "library committee," and this was the case with every nationality, a committee composed of two members from each society and the librarian as chairman. We soon found we could rely on their advice, for they took great pride in showing us what good things there were in their literatures. When we actually purchased the books advised by the committee, the news spread like wildfire among their own people, so we usually had a waiting list long before the books were ready for circulation.

When the A. L. A. decided to publish lists of foreign books to serve as guides for librarians, I was asked by the New Jersey Public Library Commission to prepare their contribution, but if any of you think for one moment that I was able to annotate the list of Hungarian books the New Jersey commission offered, you are giving me credit for learning I would be very proud if I could claim. It was the Hungarian societies which worked over it, it was their effort that secured the revision of it by the editor of a Hungarian paper, who has diplomas from half a dozen universities of the highest standing on the continent, and it was the Hungarian societies which got the list passed upon by the Hungarian *Publishers' Weekly* to see that all the books were available and not out of print.

We were also indebted to them for their co-operation in connection with public lectures carried on in the library. The library was meeting all the expense of the free lectures in English, but the foreigners thought it would not be right to ask the trustees to spend money for lectures which would only appeal to foreign speaking people, so if the library would grant the use of the hall, they would secure and pay their lecturer, and see that the man and his subject was acceptable to the library. They also secured the audience which in every case overflowed the hall. When the State Tuberculosis Committee had a campaign in the library, the different nationalities had their evenings at which foreign doctors made the addresses using the slides and material supplied by the state. We had these addresses in eight foreign languages in addition to English and all agreed that an Italian doctor held the audience better and got more discussion than any one else during the campaign.

It was foreigners who taught us the real meaning of advertising. They have a newspaper organization which has the

name and address of every foreign newspaper published in the United States. When anything of interest to any nationality occurred at the library, it was only necessary to send the news item to this organization to have it sent to every paper published in that language all over the country. As an instance, when Mr. Carr's "Guide" came out I sent a short notice to the newspaper headquarters calling attention to its value and saw it in every Italian newspaper we took and heard it had been copied in some of the newspapers published in Italy. Could we have done this as easy with our American papers? I do not think we begin to utilize the foreign newspapers as we might in advertising the value of what we have in our libraries. They are most liberal with space, usually printing whatever you send them without cutting it at all. They will go to trouble to get information from you, too. One of the Polish papers published in Cleveland used to send all their papers to the Polish banker in our town and the subscribers called on him for their copies. This banker in turn used to send to the library every week asking if we had any library notes to send to Cleveland for the Polish paper, and it used to amuse me to see the additions to the Polish collection in Passaic printed in that paper and seldom or ever a note of the library work in their own town. I believe there are twenty-four newspapers published in foreign languages in Boston. I wonder how many Massachusetts librarians have ever sent them news items about their library? The foreigners have similar ways of spreading information through their national societies. In April, 1906, I wanted the foreign societies in the state to endorse a bill we were trying to get the Legislature to pass creating an Immigration Commission in New Jersey, which Mr. Watchorn was kind enough to say was "the first state to treat the immigration problem in a rational and systematic way." I went to the president of the National Slavonic Society in N. Y. and explained the object of the commission to him and asked if he thought the societies in New Jersey would send a line to the Governor asking him to sign the bill. Certainly, there would not be the slightest trouble about every society sending a letter, and if letters from individuals would be desirable, those could be sent. How many would I like, say 50,000? The figures rather staggered me, but he ex-

plained it was very simple. A multigraph letter would be sent to each society from headquarters with instructions to have a certain number of members sign them at the next meeting. I afterwards saw Gov. Stokes who said he had nearly been snowed under by letters from foreigners asking for the commission and he thought his life would be in danger if he refused. The commission was appointed in April and in December, 1906, made their report, which resulted in an appropriation of $10,000 being made by the state every year since for educational assistance for the foreigners who are probably going to become citizens. New York followed with a commission in 1909 or 1910, California came next, and I understand Gov. Foss is about to sign a bill appointing a similar commission for Massachusetts. So the little candle lighted in Passaic in 1906 has cast its beam quite a distance. You soon find that the dangerous element among foreigners is the ignorant class, so it is a matter of policy to offer them all possible assistance where we have the opportunity, but I think we always get from them more than we give.

The assistance they can give in their knowledge of books is constantly surprising. It was a foreigner who first called my attention to Cassia's "Manual" which for a long time was the only thing available on American conditions. It was an Italian doctor who first showed me that excellent little manual, "First aid to the injured," published by the American Red Cross Society, which I have, only found in a very few libraries. One large contractor thought it would serve such a useful purpose that he gave me money enough to purchase three hundred copies to distribute among his employees. It is published in Italian, Slovak, Polish and Lithuanian and can be purchased for 30 cents in quantity from the Washington headquarters of the American Red Cross Society. When I was bemoaning the lack of a small encyclopedia in Italian, an Italian newspaper man called my attention to the Melzi Encyclopedic-dictionaries, and one published by Mr. Pecorini in New York. With these two we were as well off for the Italians as we were with much more pretentious encyclopedias for the Germans. It was an employment agent who introduced me to the "Bulletin of information." Knowledge is not confined to their own literature either; they are constantly surprising us

by their knowledge of ours and will read the very best our literature contains, and it seems such a pity we use so much energy to retain the satiated novel reader, and keep on duplicating information in order to purchase the last book on some current topic of interest, when we could, with much less effort attract people to whom the stories of Paul Revere, the Pilgrim Fathers and the glory of all our national heroes comes with the charm of newness.

Jane Addams has often called our attention to the keen appreciation of the foreigner for the arts, which we are allowing to go to waste in this country and then spending all sorts of money on the children of these very people, who are steeped in the social habit and beautiful customs inherited through generations. Who could better teach their children folk-dancing, and handicrafts, and nature study than the foreigners we pack away in tenements which compel them to break every law of decent living. Dancing to them is a natural expression of innocent amusement. Until you have been to a Hungarian picnic you do not know what folk-dancing really means. The soil the sons of New England are leaving as profitless, the foreigners are causing to blossom and yield an abundant increase with the most antiquated tools and old world methods. I used to have a great respect for an organist who used to come to the library and look over our books on music and through my contact with him got rather interested in Gregorian chants, in the way we all get a smattering knowledge of things we are called upon to look up all the time. Last year I happened to be in a country district in New York state where a number of Russians were doing some construction work and where a service was conducted by the Greek Catholic Church one Sunday afternoon. I had seen these stolid, expressionless men at their work and from their appearance they would be the last people in the world you would credit with a knowledge, or love, of music. Imagine my astonishment when the service began and the whole company of two or three hundred men broke out in some of the most beautiful of the Gregorian chants; not a note of music to help them, but the voices blending in the harmonies, just as the negroes sing, apparently without effort or instruction. It was wonderful in its volume and depth of tone and from the fact that the men were all apparently per-

fectly at home and familiar with that class of music. The Italians and Germans may have the monopoly of operatic music, but the Poles and Russians can teach us a good deal.

Libraries are coming to a higher appreciation of the foreigner and all he brings to us, and in urging you to consider his needs in connection with your work, I do not feel that I am asking for charity, for everything that tends to elevate humanity tends to strengthen the state, and appreciation of their many valuable gifts may prove, from an economic and patriotic standpoint, to be real statesmanship.

If I were asked to say what I had personally gained from my work with foreigners, I would have to acknowledge having become a more efficient worker, a more active citizen, more thoughtful neighbor, to have gained a truer conception of life and its values from rubbing up against them, a debt which you can see is not easy to repay.

SOME OF THE PEOPLE WE WORK FOR

The following paper deals with individual results and opportunities in the work with the foreign born. As the Director of the Immigration Publication Society, Mr. John Foster Carr had the opportunity of noting something of the way in which libraries have adapted existing methods and machinery to the problems of the foreign born.

This address was delivered at the Asbury Park Conference of the A.L.A., June 29, 1916.

John Foster Carr was born in New York, in 1869. At his father's death he left Yale before graduation. Business then claimed his attention for five years, after which he spent some time at Oxford. In 1914 he organized the Immigration Publication Society, and as founder and director of this institution, his chief work has been the education and distribution of immigrant strangers. He is the author of "The Immigrants' Guide to the United States" and "Makers of America."

It's work with the immigrant, of course—as the jeering cynic says, "doing good to one's fellow man at the other end of a book." Rejoicing in my equivocal title, my first thought is to turn an admiring mirror toward your busy selves, and to show something of the rapid development and progress of a library movement that within a few years has become both nation-wide and wonderfully efficient in patriotic service. Yet it has been accomplished so quietly that a campaigning propagandist has found it possible to ask: "Why don't the libraries do something for the Americanization of the immigrant?"

What I shall have to say must be largely concerned with individual results, and, above all, with the opportunities of the work. But I must also tell something of the magnitude of actual accomplishment, and of the remarkable way in which the

libraries have adapted existing methods and machinery with plentiful invention, to this new problem—new in its present interest and great extent.

Let me begin by saying that our Society, to a greater or less extent, has had the privilege of the co-operation of more than five hundred public libraries in our particular work for the immigrant. With a considerable number of them, we have a friendly and frequent correspondence, that tells its own amazing story of results. But for the purpose of this talk, I have especially sought the opportunity of knowing more intimately of the work now being done in the libraries of some twenty cities, that are very actively engaged in the education and Americanization of these foreign-born friends of ours.

In spite of its newness, much of the work has a background of many years of labor. There is a wide range of ingenious and successful experiment, yet the startling thing is the union in common purpose and method. I sometimes quote, as true of one, a method that is common to nearly all. Or have I caught a single activity, as it stood out, and have seemed to make it represent the complex work of a large and aggressive organization. I can here attempt no fairly comprehensive account of these undertakings—only a series of flash pictures, taken as the magnesium chanced to burn, that, together, I hope, may have a certain truth of indication. As to the injustice done, I mean later to make full amends.

Let me give you some of the large, or illuminating, facts taken almost at random from the mass of these records, personal as well as formal. Bear in mind that these last two years have been years of exceptional difficulty. In the matter of foreign literature, it has been impossible to purchase any books whatever from some of the nations now at war. Add to this, that during these two years many of our important libraries have been forced, through lack of funds, to curtail work, to close stations or branches, discharge employes, buy fewer books. At such times new ventures are the first to suffer or be abandoned.

Yet see how the work grows! In our own city of New York, with its forty-three library branches, those branches having the largest so-called immigrant membership lead all the others in circulation. The use of books in foreign languages has in-

creased so rapidly that their circulation now reaches nearly seven hundred thousand a year. The results have proved so satisfactory that the library supply of foreign books has been increased thirty per cent. in two years. The demand? The Italian circulation has increased twenty-seven per cent. in each of two successive years. The Yiddish thirty-one per cent. and forty-two per cent.

Chicago writes graphically how the foreign-born are "storming" the library for books in their own tongues. "Crave" and "yearn" are the immigrant's words. "The shelves for foreign books are nearly always empty, volumes being borrowed as fast as they are returned." For the coming year a generous appropriation is to be devoted to the purchase of foreign books; yet this is the official word of despair: "The supply will still fall far short of the demand." Appropriately Mr. Legler tells the story of the poor little Jewish boy, whose head hardly reached the top of the librarian's desk. He wanted "Oliver Twist," because he knew the story. It was of a hungry little boy, who lived in a poorhouse, and who always asked for more. "More what?" asked the sympathetic librarian. "More corn-flakes," lisped the small borrower.

Cleveland has pushed the work with many clever devices. There is, of course, as almost everywhere, the systematic use of night schools, national clubs and foreign language newspapers. But besides, there are talks and lectures on citizenship, American institutions, the opportunities of American life. One branch in a Jewish district supplies Russian tea, and wafers, at two cents a glass. The staff numbers many assistants speaking foreign languages. Patiently, persistently the children are used to interest the parents. Results? One branch writes: "The demand for foreign books far exceeds the supply." Another: "We are losing steady readers who have read 'everything.'" Another: "It is seldom possible to find a single English grammar, conversation book, or naturalization guide on the shelves." Another: "*After* languages, fiction is most popular."

St. Louis, like Cleveland and Chicago, has made surveys, and on a wide scale, of the different populations served by the library's branches. It has made sympathetic studies of their racial and national ideals, their cultural backgrounds. Like Cleveland, New York and Chicago, it is struggling with the

problem of nationalities constantly shifting from district to district. "Kerry Patch" with its joyous brickbat rule has disappeared before an invasion from eastern Europe; and the ancient and unchanging "Old French Town" is actually becoming polyglot. Industriously the work has been pushed. Members of the staff have done house-to-house visiting. Posters and leaflets, have been energentically used. These sentences, for quoting, picture the character of the work and tell results: "All our material is used over and over again." "These people devour American history and biography." "Grown men and women pass books in their own language, pocket their pride, and go on to the children's corner." "Books in English for foreigners are in such demand that we are unable to fill the call."

One St. Louis branch librarian reports: "The one class of books, which reaches readers of all nationalities, is the collection of easy readers and books on civics and citizenship." And for the benefit of those who fear divided allegiance among the mass of our foreign born, she adds: "Our collection of books on the war is not to be compared in popularity to crochet and cook books, or books on poultry and automobiles."

Providence, distinguished for its careful lists and its Bulletin, and for so much other model work in this field, is dealing, like several other cities, with a problem of twenty different languages. Slides of the library have been explained by interpreters at the movies. The library has helped organize meetings of different nationalities.

Springfield is using attractive leaflets of invitation. Staff members visit the evening schools and give library talks. They also visit the foreign clubs, treating the people "as normal folk," and there is the same happiness of result. Detroit, stressing "human sympathy," is determinedly making the foreign department a bridge to the English. Pittsburgh is successfully using window exhibits, and an automobile in parade decorated with books and placards advertising the library. It has had groups of foreigners organized and brought to the library on personally conducted visits.

Louisville, almost outside the immigrant zone, is still doing interesting, original and successful work with Yiddish. Jersey City believes in cultivating patriotism in the American as well

as in the foreigner, and has prepared for general free distribution an admirable and attractive series of leaflets and pamphlets dealing with the origins and government of city, county and state, our patriotic holidays, the flag, and sketch biographies of great Americans.

Buffalo, specializing, has made of the small library a friendly center, "where guidance can be had to almost anything that pertains to the new country." These branches give advice and help in the humblest matters of daily life—settling disputes, naming babies, writing letters of condolence, obtaining employment; but they also work, and they work powerfully, in helping the newcomer to learn English, to obtain citizenship papers, as well as aiding in many difficult cases with the public authorities. "Extraordinary work for the library to undertake!" would have been our comment but a short time ago!

"It is the personal contact which tells," writes Mr. Walter L. Brown. And this claim of human helpfulness proves its unexpected power in the Buffalo library in such a matter as dealing with street gangs. It is a power based upon the gratitude of the people for service generously and democratically rendered. A couple of years ago a cut was threatened in the library appropriation, that would have closed some of the branches. An appeal was made for the help of those who used the libraries, and the branches were speedily saved.

I know no more impressive testimony to the possibilities of this work, than these earnest words of Mr. Brown, born of practical and successful experience with the immigrant in Buffalo: "We believe that the branch libraries, if they were as plentiful as they should be in cities where new Americans gather, would practically solve the whole problem."

In Boston, also, the remarkable success of the work has brought a remarkable faith. The North End Branch writes in full conviction: "It is the library which has the greatest power to interpret the spirit of American democracy to the foreign-born." From the immigrant's very first day the library in Boston serves him. It is often his official welcomer. And so highly does it succeed in its friendly education that new difficulties are discovered, and a junior librarian writes from Bennett Street in warning: "The librarian's duty as a public hostess is not so to socialize the library as to make it a public

rendezvous!" Much work is done in Boston that deserves careful description. Summing its activities, Mr. Ward, supervisor of branches, says of the growing success: "With results like that, what librarian would not be willing to do any amount of work?"

Passaic, pioneer in the field, systematically begins with fundamentals and takes for its motto: "The first thing is to inform ourselves." And so for three years the staff has made special studies in the history, literature and conditions of life in the native countries of our immigrants. Picturesque exhibits have brought many foreign-born visitors, and there are lectures on Franklin, Washington and Lincoln. "I came with a sad heart and a tired head," wrote a grateful Italian, "but left with joyous, happy feeling."

And may I end this hasty summary with a note of the work so humbly started by Mrs. Kreuzpointner, of Altoona? You remember her beginning four years ago with ten books in a soap box? I wish I had time to share with you some of her wonderful letters—her quaint and human stories of readers. For it is the spirit and wit that count. The major problems and the work are the same, be the library large or small.

"Our books are read to pieces," she says. "We are altruists playing Cinderella on short rations. But the joy I get doing something with nothing! Some weeks I get nothing out of it but mud. It depends on the weather. Once in a while I have the pleasure of scrubbing up some dear Italian boy, before I allow him to take a book in his hand. That is where the personal touch comes in!"

And so it goes! The uncouth new-comers, soon disciplined! The zeal in reading, the growing appreciation of our country among her members—Poles, Italians, Armenians! The sudden success that perforce led for a while to taking all English books out of the Polish library, until a fair supply could be secured, and the clamor stopped.

As I talk to these good librarian folk, I find myself always in an atmosphere of enthusiasm, when we speak of work with our immigrants. They tell me—and I have collected hundreds of astounding instances—of miracles wrought, of affecting gratitude, of beautiful friendships formed. They have level judgments, undeceived, of the failings of these newcomers, but

they also understand their possibilities. And in the work they find personal benefits. One librarian, questioned in an open Boston meeting, told me that the first thing she and her staff had learned from the foreigner was—what do you think?—politeness! Another librarian gives the happy confidence that she had entered the work with the compassion that the kind hearts of the first cabin hold for the steerage; but that the gain in the end for her had been complete conversion to democracy. "I could talk on forever about it," writes me one of your most distinguished and successful workers.

To the immigrant the library represents the open door of American life and opportunity. "Before we had these books, our evenings were like nights in a jail," said an Italian in a hill town of Massachusetts.

"You mean that I can take these books home? You trust me?" asked a poor fellow of a Chicago librarian. "If I tell that in Russia, they no belief me."

"Will America ever be militarist?" I heard one Italian baker ask of another. "No," was the prompt reply, "the friendly schools and the libraries are against it."

I gave a simple sketch of Lincoln to a Lithuanian waiter, who came back in a couple of weeks and said: "Gee, that book you gave me sure did give me a hunch. I was sick and out of work, but it got me a job." Next I found him struggling through Bacon's "Essays" and Epictetus. That was only six months ago. The other day he wrote me from Detroit, where he had joined the library, and had just heard a lecture on psychology.

Wonderful and rapid is often the surface change in these people of good will. They fall, for instance, very readily into our ways and into our vernacular.

I descended into a greengrocer's dark cellar in our Bleecker Street colony. It was lit by a smudgy lamp. Peppers festooned the walls. The black shawled *padrona* was roasting her big pine cones over a charcoal fire. I seemed in Naples. An eager *signorina* was haggling over a purchase. I looked. It was about the choice of a Christmas tree. I listened. She impatiently stamped her foot: "No, not that one. It's kinder skimpy."

It was at the movies—a special showing of the film of Paul Revere's Ride for an audience of new-come Poles The bom-

bastic English general advanced and imperiously ordered his lieutenant to swing wide the barn doors, expecting to find a great store of Yankee ammunition. But, lo! the barn was empty! Excitedly a young Pole jumped up, waved his hat, and joyously shouted: "Stung!"

You may fairly take these surface things for straws indicating a vital change, a change often brought about from sheer gratitude for the peace and the comfortable living of America, and its rough and hearty good fellowship.

Ever in this library work I find a deep patriotic purpose, and never do I fail to find two thoughts to which I wish power might be given. One is that we born Americans need a more perfect understanding—a more human understanding—of these newcomers, and of the enormously complex problem that they represent. The other is an entire lack of sympathy with this mad propaganda of haste in turning the immigrant forthwith into a citizen—the foolish beating of patriotic tom-toms!

Citizenship counts for nothing unless it is sought in love and knowledge, and conferred in dignity. Doubt human nature, talk of the menace of the "unassimilated foreigner," his violence and crime; force unschooled men to learn English within a year under the penalty of losing their jobs, though you yourself may not have the gift of tongues, or be able to learn a foreign language for the life of you; force them in droves through citizenship classes; and you earn only contempt, gaining nothing to the nation. But first give a man reasons for loving his new country; appeal to his ambition; give him the opportunity he so often craves; and then you have a citizen indeed!

Miss Marguerite Reid, whose admirable work in Providence has been made so effective through understanding and sympathy, tells me of an indignant Greek friend of hers, an ardent, unpaid library worker. "Make them over into Americans?" he cried, "Before they have had time to breathe the air of freedom? Don't be too energetic! Let time do something."

My mind turns back to these immigrant millions—their splendid human material for the upbuilding of our country. Among them we shall often find refreshment for our own patriotism. The other day in the mouth of my friend Gusto, I heard again the old slogan of the Know-Nothings. "That's just what it

ought to be!" he said in his fluent Italian. "America for the Americans!" "But who are the Americans?" I interrupted. "Why, we are! Those who care for America! We, too, who came here starving and are grateful!"

In my intimate living with these humble folk of many nations, though many times sharply divided by the conflicting passions of the war, I have still found them one in devotion to the new land. Their patriotism is not that of Decatur's: "My country, right or wrong!" Not that of the distinguished hyphenate's of the other week: "My country, when she's right!" But among them I have always caught the calm certitude: "My country will be right!"

"Patriotism refreshed!" I said. You cannot fail of a heartening thrill, when you come to know of so many instances of patriotic devotion, devotion like that of a lover, finding expression in extravagances, may I say, impossible to our slower pulses; for the rest of us are apt to take our love of country too much "as a matter of course." And so may I give you three stories, each of which I know to be true?

A friend of mine saw a young Armenian hurl himself into the roadway to save our flag, a torn and muddied bit of cotton that had been thrown away, from the wheels of an onrushing automobile. He grasped the flag, slipped and desperately tried to roll out of the way to save himself, but not in time to prevent the crushing of his leg.

And this comes to me directly. A lady bought an old colonial mansion in New Jersey, reputed to have been used as headquarters by Washington. For months it had housed a gang of Italian laborers. Fearfully she went to inspect her purchase. She found it indeed spoiled—a grimy barracks. But one room was spotless. The answer to her surprised question was that the Italians had heard that room was the great Washington's own. So they carefully cleaned it; found a lithograph of the famous Stuart portrait in Boston; hung it on the wall, and under it kept a glass with a floating and ever-burning wick.

I've been asked to tell you again the tale of my Russian-Jewish friend—the electrician. I'm glad to do so, because only now can I give you the full story.

He was a little, wizened, squint-eyed, old man. He had told me that he came to America because of Lincoln, and I had

asked him how that was. He said he was born on the shores of the Sea of Azof, and that as a boy he had heard this story: Tolstoi was one time traveling in the Caucasus, and being very fond of public speaking, he one day made a speech through an interpreter to a Tartar tribe. He was at that time very much interested in Napoleon. So he spoke of Napoleon and of other great war captains. When he had finished, the Tartar chieftain said: "Now, will you be good enough to tell my children of a man who was far greater than any of these men, of a man who was so great that he could even forgive his enemies?" When Tolstoi asked him who that might be, he said: "Abraham Lincoln."

The next time he heard of Lincoln it was in this way: A sailor friend, a Russian Christian, returning from one of his voyages brought back a wonderful book in English, of which he knew a little. "It contains," he said, "things so true and beautiful that they would bring tears to your eyes, if you could only read them." So they had some pages of it translated and hektographed, and these they circulated among their friends. But some of the sheets fell into the hands of the police. And my Jewish friend told me how he and the poor lad's mother, one early morning, crept through the shadows of by streets down to the railroad station, and from the hiding of an old engine-house saw his friend start on the long journey to Siberia. "And the book?" I eagerly asked. "It was Henry J. Raymond's 'Life, speeches and public services of Abraham Lincoln.'"

And so this man came to America. Today beside his telephone in his little shop in New York, there are the two great speeches pasted on the wall, and very old and dirty they are. I asked him about them. "Oh," he said, "I learned them quick. But when I am waiting for a telephone call I let my eye go over them, and you know I always find something new and something fine. It is like a man who looks into one point of the heavens all the time. He ends by discovering a new star!"

An American by right of the spirit! Few of them, it is true, are like my Jewish friend. But to all of them, particularly now, is it our duty to reveal the ideal America, to prove that the sacred things of our past, and the great ideals of our fathers, for which they have such wonderful, ready reverence, can still be found in the America of today.

This is the remedy for the divided allegiance that some fear. This is the nation's great need today—a preparedness for the future more important than any other, for it will give us citizens filled with devotion to our country and to the ideals for which she stands. This is our work and our opportunity. Millions are to come. Some of them already are at the gateway, eager to know of our life and to have a part in it, but barred by ignorance.

Shall we not with them build up this America, one with our past, into the greatest cosmopolitan nation of the world—a glorious welding of men, who are one in their desire for Liberty, Equality, Brotherhood and Peace?

The work that you are doing is a mighty part of it. And there come back to me certain words from "The dream of John Ball." "In these days are ye building a house which shall not be overthrown, and little to hold it; for indeed it shall be the world itself, set free from evildoers for friends to dwell in."

WORK WITH COLORED PEOPLE

SERVING NEW YORK'S BLACK CITY

One of the most interesting and least known communities is New York's Negro city, extending approximately from Eighth Avenue to the Harlem River, and from 130th to 150th Street. This group is held together by the tie of color, and by the same bond is separated from its white neighbors. Within itself it is crossed and divided by many conflicting lines of thought, belief and hope. The following paper reports conditions as they are met in the New York Public Library. It was published in *The Library Journal* of 1921.

Ernestine Rose, the author of the paper, took her B.L.S. degree from the New York State Library School in 1904, and was later a member of the New York Public Library School staff and supervisor of the apprentice class. In 1905 she became librarian of the Seward Park Branch, but left this position to become first assistant to the principal of the Carnegie Library School. During the World War she was engaged in A.L.A. War Service. Upon her return from Coblenz, she was reappointed on the staff of the New York Public Library as librarian of the 135th St. Branch Library, in June, 1920.

It is in the community life of a great city that the library has its most challenging opportunity. The more homogeneous such a life the greater is the opportunity of becoming part of it, since all currents flow together, drawing one into the common whirl of experience while conflicting currents of thought and habit keep one tossing about on the surface.

One of the most interesting and least-known of such communities is New York's black city, extending approximately from Eighth Avenue to the Harlem River and from 130th to 150th Streets. Picture to yourselves a great town of some

150,000 black people, with a few alien whites as scattered shopkeepers, and old residents, clinging to their homes. This city has its own churches, its theatres, its newspapers, its clubs and social life. There are three churches, each with a parish numbering more than two thousand, in Harlem, and at least thirty others, varying in size. The Sunday School of Mother Zion Church has a membership roll of seven hundred, and an average attendance of five hundred. All denominations, from Baptist to Episcopalian, are represented; there are a large Catholic parish, several Jewish churches, and a number of Eastern and African sects.

The theaters have their own colored actors, and increasingly one sees posters featuring colored artists. There are colored Y. M. C. A. and Y. W. C. A., the latter with an entire resident apartment house. In "Liberty Hall," Harlem's town hall, of a Sunday, immense mass meetings are held. Does white New York know what is discussed there? Harlem supports six colored newspapers recognized as representing negro thought, as well as a number of lesser sheets. This negro world is swarming with clubs, societies, organizations of sorts, for the support of religious or political movements, as for instance, the Bahai faith, or Marcus Garvey's "Back to Africa" propaganda, as likewise for the mutual betterment or advancement of members.

What gives all this point is the fact that these activities are sponsored and managed, to a large extent, by colored people. The offices of the Urban League are filled by negroes, although both races are represented on the national board of directors. The colored branches of the Y. M. C. A. and the Y. W. C. A. are managed entirely by colored people. The newspaper editors are negroes, and represent negro thought exclusively. The clergy are negroes, except in the case of the Catholic parish. On the corner of 135th Street and Lenox Avenue a bank has just been erected, which is financed by colored capital, and is under colored control. A large new theater also financed by negro funds is being erected. The reading world knows of Marcus Garvey and his Black Star steamship line. Increasingly, real estate is coming under black control. Even the police and fire stations have colored men on their forces, although the city-managed activities within the district are the most reluctant

in succumbing to the inevitable tide. Until a few months ago the library had no colored assistants. Of the three public schools in this community two have colored teachers, one has fourteen on a teaching force of sixty-one, the other has only one. In this school, which faces the library on 135th Street, the registration is something over twenty-one hundred, of whom two thousand are colored. The community has also its literary and artistic life. Several artists of real worth work in Harlem, and there is a large music school, the colored director of which has given recitals at Carnegie Hall.

All this seems to spell homogeneity. Yet though this great group is held together by the tie of color, and by the same bond is separated from its white neighbors, within itself it is crossed and divided by many conflicting lines of thought, belief and hope.

The most deeply-cut is that of nationality. Nearly half this population is foreign, from the British or Spanish West Indies, or South America. From the British West Indies comes an educated, thinking and ambitious group, interpenetrated by white blood, unused to the color line and inexpressibly galled by it. They are, perhaps, the library's best readers, but they form a separate, alien group, a bitter, proud people. Those from the Spanish possessions and from South America form as alien a group, but one which is indifferent rather than antagonistic. Both their language and their color exclude them from much of American life. Those from the Islands, unused to participation in political life, do not feel the need of naturalization privileges. They came to America for a livelihood, and that end accomplished, they are satisfied with their own native life with its clubs and gambling groups, its freedom. Police estimates place the number of such alien citizens as from 20,000 to 30,000 in this district.

A second line of division is that of political thought. All colored people are not thinking alike about their problems, or their future. Distinct schools of thought exist, from that of the late Booker T. Washington, and his successor, Dr. R. R. Moton, of Tuskegee Institute, who believe in the slow advancement of their race to equal opportunity through an initial industrial training; to that incredible movement, or dream, rather, of Marcus Garvey. This great leader, who has gathered under

his banners some 4,000,000 colored people all over the world, stands for uncompromising race integrity, a return to Africa, and the establishment there of a black racial and political life. Between these two extremes is a smaller group which believes in equal opportunity along all lines, based on individual merit. The most distinguished exponent of this belief is Dr. W. E. B. DuBois, president of the National Association for the Advancement of Colored People, and author of several powerful and arresting books.

Such is a very sketchy picture of colored Harlem, New York's black city. In attempting to make the library a part of this community, and at the same time, a means of opening for its people an entrance into American life, the chief difficulty has been, and will remain, I am convinced, not in the alien and conflicting groups, but in the barrier of a separate life with distinct beliefs and aims which separates all colored people from all whites at the present time. To illustrate, let me quote from that most illuminating book, "The Autobiography of an Ex-Colored Man." The author says:

"He (the negro) is forced to take his outlook on all things not from the viewpoint of a citizen, or a man, nor even of a human being, but from the viewpoint of a colored man. . . . It is this, too, which makes the colored people of this country . . . a mystery to the whites. It is a difficult thing for a white man to learn what a colored man really thinks; because generally, with the latter an additional and different light must be brought to bear on what he thinks. . . . It would be impossible for him to confess or explain (his thoughts) to one of the opposite race. This gives to every colored man, in proportion to his intellectuality, a sort of dual personality; there is one phase of him which is disclosed only in the freemasonry of his own race."

This is true of all racial groups, and if so, how much more so of the colored race, which is separated from the white by the barrier of a very recent servile condition and of present social ostracism.

In view of these difficulties, it might have been possible to make this branch of the New York Public Library a "colored library," by having an entirely colored staff. It may be possible still to do this as has been done in the case of Y. M. C. A.

and Y. W. C. A. If so, the policy will tend to strengthen race solidarity, and an opportunity to lessen race prejudice will be lost. A more democratic procedure is that of maintaining a colored and white staff, working together for the service of the community. So far, at least, this has been our policy. There are three colored assistants on the staff, one a college and library trained woman, from Howard University, in Washington. Of the other two, who are high school graduates, one was born in the north, the other has lived there for some time, and both have had varying experience, as teachers and clerical workers. Need is felt for the representation on the staff in the near future of the British West Indians and of the Spanish negro group. The response of the community to the appointment of colored assistants has been so prompt that one cannot but expect a similar although slower reaction from the representation of these other groups.

In answering the inevitable question as to the success of a mixed staff, I can only say that I have never known a group of people who worked together with greater personal and professional harmony. In any such experiment, of course, care must be employed in the initial choice of persons without racial prejudices, so far as this is humanly possible! Individual acquaintance and mutual understanding will do the rest, as is usually the case in dealing with mass opinions or prejudices.

One of the services which the colored assistants render the library is the knowledge of neighborhood affairs and people which they gain far more quickly than the members of the alien race, even if they entered the district as strangers at the same time. This intimacy has been of great advantage in making the library better known.

Methods of library advertising are similar everywhere, but in this district the churches furnish a particularly effective introduction. Negroes are naturally religious, and the churches of Harlem exert a tremendous influence. Moreover, they welcome the librarians at their services, particularly at those of the Sunday Schools, where facilities have been given for speaking in the various rooms and showing books to the children. The children's librarian has found that Mrs. Dana's beautiful "Life of Jesus" is received with great enthusiasm by the children, who know the stories by heart.

The most effective way of reaching the children has been through the schools, and in the use of the children's room by classes. The children love books spontaneously, and their response is instant, though their interest lapses quickly, as we found during the Christmas vacation.

Visiting the homes is a most effective means of advertising, for the mothers are particularly interested in what the library is offering their children, and such interest will often prompt a first visit on their part. Their surprise and pleasure at discovering books for older people, too, are rather pathetic. It is to be remembered that many of these grown people, coming from the South, have never been permitted to enter a public library. That they are welcome, and that the place is free, must continually be repeated. I place the moving picture houses on an equality with the churches as valuable advertising agents. They keep information about the library constantly before a public which we would find it difficult to reach otherwise.

The Spanish-speaking group we reach most effectively through their leaders, and by advertising in their papers. A small collection of Spanish-American literature is being made, and we have written to Cuba and the other islands, asking the leading newspapers and magazines to place us on their mailing lists, as the Spanish papers in New York have done.

The negro editors are among the best friends of the library and it is through them, the social workers, and other prominent individuals that the library is extending its influence slowly but surely through the various strata of negro life. That such strata exist I hope I have indicated. Those who wish to work effectively among negroes must realize that besides the groups already mentioned, there exists among them a stable, very real social life, quite unlike "culléd sassiety," and as unknown to most whites as "darkest Africa" was not long ago. The library must gain the interest and support of this social and professional, often wealthy, group before it can hope to become an integral part of negro life.

These people are among our best readers, and the books they read are similar to those of any cosmopolitan reading public. They are eagerly interested and curious about what the great world is doing, and keep closely in touch with it. As for the reading habits of the negro group at large, poetry and

music are immensely popular, but so also are philosophy, psychology and the speculative sciences.

If there is one quality which is universally characteristic of the negro in reading, as in all else, it is his love of the beautiful, as he conceives it. Rudimentary as it often is, it furnishes the very best basis for the teaching of good reading, and, I may add, of ethics and good conduct. The children, and adults too, respond to good manners because they are beautiful. I have stood on our stairway and said gently to a tumultuous group of children pelting up towards me, "Good afternoon," and have seen them quiet instantly, smile a happy response, and walk sedately on. A frown and harsh words would have caused whoops of derision. By the same token, negroes want what is "best," in literature, even if they do not always understand it. In this sense they are ambitious, rather than in the intellectual or material way, of the Jews.

Among the children poetry and fairy tales are as popular as elsewhere, and American history has a fresh and present appeal. The most delightful thing about it all is the spontaneous enjoyment of the children. They do not look at books because they must, but because they want to! Quite the most delightful thing in the world, I am sure, is a story-hour group of these colored children, not silent and absorbed as a Jewish group would be, but eagerly responsive, on tip-toe with expectation.

An index to the constantly increasing race consciousness among negroes is their intense interest in books by members of their own race, and in works on the negro, his history, race achievements, and present problems. Dr. DuBois' "Dark Water," and Lothrop Stoddard's "Rising Tide of Color," are almost equally popular. Books exploiting the old-time "darky," with his dialect and his antics, as for instance, E. K. Means, will be read, but they are resented by the thinking, self-conscious group. On the other hand, the "Uncle Remus" stories, and Dunbar's poems, are widely read and very popular. They represent the plantation negro and his life with sincerity and loving faithfulness.

No doubt, there are in Harlem members of this receding class, but the library has come very little into contact with them. Southern dialect is rarely heard, whereas the soft, per-

fect English of the West Indies is a revelation to most Americans.

A recent development in the thinking of negroes is evidenced by their interest in economic and social literature. The economic unrest is seeping in among our colored people, and some of the most intelligent questions I have ever heard have been asked after the lectures at our Thursday night forum, devoted to social and racial problems. So much for Mr. Madison Grant's assertion, "Negroes never become socialists."

I trust that what I have said indicates that in working among negroes, as in all other racial groups, one's preconceived opinions die of malnutrition! One is naturally slow to form new ones, but gradually I am forming several conclusions about the negro. Most deeply I am impressed with his tremendous reserve power, which, when fully called forth, will lead to ends we cannot now conceive. This is shown in his wonderful patience, in his persistent grip on what is fine and beautiful, and in his deep sense of humor, which breeds a curious sort of broad-mindedness. I listened with wonder to James Weldon Johnson's account of the Haitian outrages, and to the questions which followed, pertinent, detached, many satirical, but none hot or bitter. The impulsiveness, high spirits, and "tomfoolery," so often evident are merely effervescence on the surface of a deep, slowly moving stream, surely gathering in volume. Such is my conviction. Another is that the race, in its developing self-consciousness, is becoming increasingly sure of the necessity before it of working out its own destiny, of settling its own problems. The majority of colored people do not, I believe, hate the whites, but they are expecting less and less from them. And irrespective of divisions, of conflicting beliefs and plans for development here in America, or race integrity in Africa, the negroes are standing together in a steadfast belief in their own destiny to be worked out within and by themselves.

In this awakening of a great people the library may bear no small share, if it can introduce them to America, and America to them. Serving as a bridge, here as always, between races, it may lead to a common ground and a basis for mutual understanding.

FINES, DELINQUENTS AND LOSSES

Library fines may be considered in at least two relations; in relation to the library and in regard to those who make use of it. The object may be either to increase revenue, to afford a gentle reminder and corrective, or to serve as exemplary punishment for keeping books too long. The proper object is perhaps a combination of the former two—a gentle corrective and a means of revenue needed to save the library from incurring expense in recovering possession of its books.

The one outstanding factor in the question of book losses from libraries due to larceny, is the scant attention that has been given either to the fact itself or to the problems which constant and repeated book thefts have created. Very little has been written on this subject.

DELINQUENT BORROWERS

A limited investigation among librarians in Massachusetts, Rhode Island, Connecticut and New York resulted in the collection of a few facts of somewhat general interest. The following paper by Willis K. Stetson of the New Haven, Connecticut Public Library appeared in *The Library Journal* of 1889. It is a resumé of municipal ordinances constituting legal authority under which libraries in different cities impose fines and collect overdue books.

Willis Kimball Stetson was born in Natick, Massachusetts, May 8, 1858. He took his A.B. degree at Wesleyan University, Connecticut, in 1881—his M.A. in 1884. From 1881-1887 he was the librarian of the Wesleyan University and Russell Library, Middleton, Connecticut. Since 1887 he has been librarian of the New Haven, Connecticut Free Public Library.

A limited investigation among libraries in the four States, Massachusetts, Rhode Island, Connecticut, and New York, resulted in the collection of a few facts of somewhat general interest.

Bridgeport, Conn., has a municipal ordinance, imposing a fine of $10 for failure to return books according to the regulations of the library, the fine to be for the use of the library. Mrs. Hills writes: "This ordinance has worked admirably. Its value to us, as a bit of reserved power, is simply inestimable; but in actual practice we very rarely call in the aid of the police. So thoroughly are the powers the ordinance confers upon us known in this city, so thoroughly are we known to use them at need, without respect to persons, that a slip, containing a copy of the ordinance, usually brings in the book without the help of an officer. Altogether, our cases of police aid, since the opening of the library, have only averaged two per

annum. They were most frequent in the beginning, and are continually growing fewer. Our last use of the police was in August, 1887."

In Waterbury there is no such ordinance. Mr. Bassett writes: "Our policemen are so accommodating that they have kindly appeared at the residences of the *very* few persons who have failed, either as principal or surety, to return our books.

"We follow up delinquents regularly on the first of the month—first with the card-holder, and the next month with the guarantor, and our list of such is every year growing smaller.

"Our loss is not very serious at present. I do not expect to see any scheme that will secure a return of *all* the books that are loaned."

There is no State statute on the matter of return of books in Connecticut.

Massachusetts and Rhode Island have special statutes. The Massachusetts law imposes a fine of $1 to $25, or imprisonment in jail, not exceeding six months.

The Rhode Island law considers the person guilty of neglect to return a book two weeks after date of notice that a book is overdue, to have unlawfully "converted the property to his own use."

In Worcester they have a little difficulty sometimes, and likewise in Providence. In another city in Massachusetts, the librarian was ignorant of the existence of the State law, and has been sending a messenger, but had a good deal of trouble on account of the "inefficiency of the present messenger." The librarian writes that he is glad to know of the law, and will employ it at once.

The N. Y. Free Circulating Library does not employ the police, and sends a messenger. Only one book was not secured, either from borrower or guarantor, out of 99,016 issued. "Without calling on the police, with no ordinance on the subject, we have failed in about 15 instances to secure the return of books; circulation 200,000."

I think that with the right person to look after delinquent borrowers, few will fail, ultimately, to return books. But such ordinances and laws as above mentioned seem to have a marked effect in saving trouble on the part of the library.

LIBRARY FINES

At a meeting of the Massachusetts Library Club in September, 1897, one session was devoted to this subject. The discussion revealed such a variety of usage that it seemed worthwhile to make further investigation, and the following paper is the result of a questionnaire sent to eighty-five representative libraries. The paper, by Nina Elizabeth Browne, was published in *The Library Journal* of 1898.

Nina Elizabeth Browne was graduated from Smith College in 1882. She attended the Columbia Library School in 1889, and in 1888-1889 was an assistant in the New York State Library. From 1893-1896 she was librarian for the Library Bureau. From 1911-1916 she was connected with the Harvard College Library and from 1916-1917 with the Smith College Library. From 1901-1909 she was secretary of the A.L.A. Publishing Board. Since 1917 she has been engaged in editorial work. She is perhaps most widely known as the inventor of the Browne charging system.

At a meeting of the Massachusetts Library Club, in September, 1897, the subject of the morning session was "Library fines." The discussion revealed such a variety of usage that it seemed worth while to make further investigation, and the following series of 34 questions were sent out to 85 representative libraries. Answers were received from 81, and have been tabulated as far as possible.

1. What number of books do you issue to any one borrower upon an ordinary card?

49 libraries issued one book; 29 issued two books; three issued a varying number with no limit.

The probability is that the number of libraries allowing more

than one book on an ordinary card is increasing, though that was not shown from the answers received.

2. After what length of time does a fine for over-detention begin?

A large majority answered 14 days. 15 libraries had a seven-day limit on fiction, two imposed a fine "at once," and three on the "day following." One library had a three weeks' limit, and one a four weeks' limit.

3. What is the rate of fine per day?

Two cents seems to be the customary amount. Five libraries impose one cent; four, three cents; one, four cents on seven-day books. One library charges six cents a week; two charged five cents a day, and several had a five cent fine on periodicals and specially loaned books. One library charged five cents because that was the smallest coin in circulation.

In several cases the fine was reported as having been decreased with good results to the library, and without a demoralizing effect on the readers.

4. Does the rate of fiction differ from the rate for other books?

No, was the general answer. One library has a charge of two cents for new fiction until it has been in the library three months, when the fine is the regular three cents.

5. If a book due on Saturday is returned on the Monday following (the library being closed on Sunday), do you fine for *one* day over-detained, or *two*?

6. If such a book, due on Saturday, is returned on the Tuesday following, do you fine for TWO days over-detained, or three?

Note.—If your circulating department is open on Sundays, please substitute for Sunday, in the above questions, any holiday upon which the library is closed.

Three-fourths of the libraries responding charge for two days, the other fourth charge for one day. But three libraries which charge for one day, if the book is returned on Monday, charge for three days if not returned till Tuesday. The one library noted under question 3 as charging six cents a week, charges six cents no matter what day the book is returned within the week.

7. Where two or more volumes of one work are issued as

one "book," do you charge fine at the above rate on each volume?

23 libraries answer yes; 46 answer no.

8. After what interval do you send:
   1. Notice by mail of over-detention?
   2. Messenger notice?

The answers to the first question varied greatly, the time ranging from one day to one month. In some libraries there seemed to be no rule but the fancy of the librarian. One week seemed the more common time interval. Three days is perhaps the next most used interval. Judging by the answers to the second question, the term "messenger notice" is not understood by all alike. Some understood it to mean a notice sent by mail stating that if the book were not returned, a messenger would be sent; others, to mean a notice given by a messenger in person.

Owing to the two interpretations of the question, it is impossible to tabulate the result.

It would seem desirable to have a definite and consistent meaning for the term "messenger notice." Will each librarian who reads this report send to Miss Nina E. Browne, Boston Athenæum, Boston, Mass., what he understands by that term "messenger notice?" Later the results can be stated in the LIBRARY JOURNAL and some common understanding may be attained.

9. Do you use postal cards for mail notices?

With seven exceptions, the answer was yes.

Two libraries used the post card for a first notice.

At the club meeting discussion this usage was criticised. One or two libraries who use the card did not approve of it.

The wording of the notice was also discussed. The general opinion was that someone would feel offended no matter what the wording might be. If librarians will send to me a copy of their fine notices, a supplementary report on forms can be made later.

10. Do you add to the amount of fine a charge for:
   1. Mail notice?
   2. Messenger notice? If so, how much?

Most of the libraries do not add to the fine a charge for mail notices. Some eight or ten add two cents, one cent, and three cents.

The misunderstanding of the term "messenger notice" has caused confusion, as in question 8. When a charge was made, it was generally 20 or 25 cents. Some libraries using the janitor as a messenger did not consider it necessary to charge for his services. Some charged according to the distance, etc.

11. Does this amount represent the mere disbursement, or does it include, also, in the case of a messenger notice, an additional penalty for obstinacy of the borrower, after receipt of a mail notice?

Seven libraries considered it a penalty; 30, a disbursement; and two considered it as both. Three answered the alternative question with "yes."

12. Where the notice includes two or more books, is the additional penalty charged on each book?

32 libraries did not charge the additional penalty and 19 did. If two volumes of a set are issued as one book, there seems to be no reason why the penalty should be charged on both.

13. If a messenger notice be disregarded, what, if any, agency do you employ for the recovery of the book?

In four libraries the librarian or assistant goes; two send the janitor; four send a personal note from the librarian; and in one library, if the librarian's note does not avail, the trustees send a letter. In 13 libraries application is made to the endorser; 14 send the police and seven send the city attorney; four send a legal notice with copy of the statutes, while one refuses further use of the library.

14. (Assuming the book not returned) Does the fine

1. Run indefinitely until the book is (a) returned, or (if lost) (*b*) paid for, or (*c*) until notice of loss of book is given and fine paid; or,

2. Does it cease to accumulate (*a*) at the end of a given period (if so, what period), or (*b*) when it has reached a certain amount (if so, what amount, *e.g.*, the cost of the book)?

On general principles a penalty should not be so large an amount as to render payment against the interest of the borrower. At one library, for instance, where the "fine period' was three months, and the fine with "messenger notice" might reach $3.33, this amount would be to many borrowers prohibitory.

The practice in some libraries that the penalty for overdetention should cease when it reached the value of the book does not appear to rest on any logical principle. On the other

hand, excessive fines may defeat their own object; they may prevent the return of the book and discourage payment.

A mean must be sought, and it was hoped that the answers to this question taken in connection with the statistics of fines collected and uncollected would show what would serve as an efficient mean. But the answers were so meagre that they cannot even be tabulated.

15. In case the fine has reached the maximum under your rules, and the book continues still to be withheld, do you impose any further penalty?

20 libraries impose no penalty. 13 loan no more books to the offending person.

16. Do you exempt from fines teachers or other persons holding special privilege cards, even though a limit of time has been set for the retention of the book and exceeded?

53 do not exempt teachers from fines and 11 do. Four say "not often." Teachers belong to the class of readers most privileged in the number of books allowed, and are the very ones who should most appreciate the attitude of the library in regard to fines. If they do not, they certainly need the moral stimulant of feeling the penalty other people have to undergo.

17. If fines have become due under the rules, do you exact them rigidly without discriminating as to person, or class of readers, or acceptance of excuse?

48 librarians answer "yes"; 10 answer "no"; 17 answer "generally"; one answers "sometimes." One library allowed the fine to be paid on the instalment plan.

18. Do you accept as excuse for over-detention (*a*) the illness of the borrower, or (*b*) his inability to find the book, or other such allegation?

43 librarians accept no excuse, yet two of these do accept illness as an excuse. Six librarians frankly say that they do accept excuses. 15 accept illness, four answer "not as a rule," and six answer "sometimes."

19. Do you remit a fine on the ground of the poverty of the borrower?

38 libraries do not remit because of poverty, and 13 do so remit. 13 answer "sometimes" and six answer "seldom."

One librarian has found it effective to pay the fine herself and tell the borrower that she had paid it.

20. Do you abate it in amount on such ground?

26 libraries answer "no"; 11 answer "yes"; 19 answer "sometimes"; 8 answer "rarely"; 3 answer "frequently."

It is the testimony of many librarians that this plea is seldom entered, and that the well-to-do people are the most unwilling to pay fines.

As the libraries and schools are working so much together in many places, it seems as though through the teachers the librarians might teach the children the moral necessity of paying any fines that they have incurred, and that they should take every precaution not to incur a fine, especially if unable to pay it.

21. Do you give to the borrower the alternative penalty of a temporary deprivation of the use of his card or other library privilege?

11 libraries allow an alternative penalty; the rest do not.

22. Does the authority to waive or compromise a fine rest with you as librarian, or with your board of trustees?

In 22 libraries the authority rests with the trustees, in 54 with the librarian. One library has no rule, and one has the authority vested in either the librarian or trustees. One librarian reports that many people who are unwilling to pay the fine do so when told that the trustees alone have the power to remit or abate fines incurred.

23. When a finable book is returned, and the fine not paid, do you issue further books upon the card pending such payment?

13 libraries do continue to issue books and 41 do not; 20 libraries issue once; two libraries issue further books if the fine is less than nine or ten cents. One library issues "to some," and from this we infer that books are not issued to others.

24. Is a book destroyed on account of contagious disease replaced at the cost of the borrower or at the cost of the library?

58 libraries replace at the cost of the library and nine at the cost of the borrower; two "according to circumstances," and one "at discretion."

This is a case where usage seems to be clearly in the wrong. Why should the library pay for the book because the borrower is so unfortunate as to have a contagious disease? The illness may not be his fault, but as a misfortune ought he to compel the city to share the expense of it?

25. Where a book is lost by the borrower, do you charge him for its replacement (*a*) the retail price, or (*b*) the net cost to the library for a new copy?

14 libraries charge the retail price, and 59 the net cost to the library. Four libraries charge an extra amount over the net cost for the trouble and labor of entering a new copy. One library reported that formerly the net cost to the library was charged, but there were so many cases of loss that now the retail price is charged to make losing a book as costly as possible.

It seems only fair that a fixed sum should be charged for the cost of putting a new copy through all the processes of accessioning, stamping, labelling, shelf-listing, etc., in addition to the cost of the book.

26. Do you regard a fine for over-detention as a penalty upon the negligence of the borrower, or as an endeavor to secure the prompt return of the book in the interests of other borrowers?

44 consider the fine as a means of securing the prompt return, while four regard it a penalty. 29 consider the fine as both. The written replies indicate that the prompt return was the main object, but at the club discussion this consideration was emphasized by a non-librarian.

27. Do you consider that a borrower is at liberty to retain his book for the entire fine period provided he is willing to pay the fine?

42 libraries answered yes, but four made the yes rest on the condition that no one else wanted the book. 30 libraries answered no. Four took the ground that it couldn't be prevented.

28. After what period of over-detention do you regard a book as lost and charge it to the borrower?

The answers varied from one month to one year. but the majority of the libraries answering had no rule.

29. After what period do you regard a charge for fine of lost book as uncollectible and cancel it from your records?

26 libraries never cancel the fine; 10 have no rule. Of the others, the time varied from one month to one year. Only one answered "at new registration." Another library cancels the fine from its records after six weeks, but so far as the reader is concerned it is never cancelled. Of those which have a definite time, one year is the more common. Four cancel after the person has moved from the town.

30. What disposition do you make of moneys collected from fines?

In most cases the money was turned over to the city treasurer to be used for various library purposes. 20 libraries used the fine money for postage and petty desk expenses. Five turned the money in to the book fund, and one to a building fund. One used it for rebinding old books and one for a cataloger.

STATISTICS.

The circular concluded with a request for the following statistics:

1. Number of volumes circulated for home use last fiscal year.
2. Number of fine notices sent last fiscal year.
3. Amount of fines collected last fiscal year.
4. Amount of fines charged but uncollected last fiscal year.

Question 1 was asked only for convenient reference in connection with 2, 3, and 4. It was answered by the libraries generally, but 2, 3, and 4 by almost none at all. In most cases the response was that the statistics are not kept; in some it was that they are futile.

In an ordinary business a test of successful methods of charge and collection is the proportion which the "bad debts"—the claims uncollectible and uncollected—bear to the entire volume of business and to the claims collected. In a circulating library the test of a "fine" system might well be the proportion of penalties that have to be imposed to the total number of volumes circulated, and the proportion of penalties collected to those imposed.

It is this consideration which makes such statistics of value in estimating the expediency of the amount of the penalty imposed, the proper length of the period of forbearance, the effectiveness of the methods of collection. Without them the answers to such a question as no. 14 do no more than exhibit a particular practice; they are of small value in determining a proper *system.*

These considerations seem to have been overlooked by the several librarians who regarded the statistics as "trivial and useless."

COLLECTION AND REGISTRATION OF FINES

It sometimes happens that when borrowers return overdue books, they are, for one reason or another, not prepared to pay their fines. The symposium which follows is made up of reports from librarians of several large libraries concerning the collection of fines. The contributors are the public libraries of Cleveland, Detroit, St. Joseph, Missouri, the Newark Free Library, the Boston Athenæum, the Brooklyn Library, and the New York Apprentices' and Windsor, Vermont, libraries. This report was published in *The Library Journal* of 1891.

DETROIT PUBLIC LIBRARY

By the charging system in use in this library the applicant for a book makes his application upon a slip provided for the purpose. These slips, in the handwriting of the book applicant, are filed in chronological and in alphabetical order at the return desk. When a book is returned against which a fine is chargeable a memorandum of the amount of the fine is made on the upper left-hand corner of the face of the slip. If the fine is paid the slip is deposited in the cash drawer with the money. The slip having the date upon which the book was originally drawn stamped thereon shows for itself whether the proper amount of fine has been collected. These slips are counted, together with the cash, after the library closes at night, and of course the two should agree. The aggregate amount of the fines of the day is entered upon a bank-book and the slips showing the details of the fines are fastened together with Novelty binding staple in such manner that they can be examined. The package is stamped with its proper date; those of the month are tied together and filed away for reference. The fines are turned over to the Treasurer at the close of each month, and his receipt is taken on the bank-book.

It sometimes happens that persons return books overdue, and for one cause or another are not prepared to pay the fine. The rules of the library allow credit for not more than two weeks on the whole or a part of the fine. If the cardholder does not wish to draw another book the card is retained at the library, and with the fine-slip attached to it is filed away in the fine-drawer, to await redemption. If the card-holder wishes to draw another book the card is punched under that date to warn the attendant when the book is returned that a fine is standing against it and the slip on which the fine is charged is attached to the slip on which the book is drawn and turns up when that book is returned.

No further credit is allowed, and if the fine is not paid, then the card is taken up, the fine-slip is attached to it, and the whole is filed away for redemption.

If a portion of the fine is paid a memorandum showing the amount paid is deposited with the cash, and the original slip showing the credit and balance due is treated as before described.

No book entries are made other than the entry of the total receipts of each day in the bank-book, as before stated. The slips upon which fines are paid from day to day are accessible whenever wanted. The amount of fines collected during the last year averaged about $2.46 for each working day, paid by 47 different persons, or about 5¼ cents for each person. The collection of such a trifling sum from so many different persons does not justify any elaborate system of individual accounts or double-entry bookkeeping. The main thing is to see to it that the fines are impartially collected and faithfully reported. To this end the matter is, as far as practicable, placed in the hands of one assistant, who turns over cash-box and slips every morning to the librarian for verification. No system can be devised which will not, in the last analysis, depend on the honesty of of individual charged with its enforcement.

The system above described appears to me to answer every purpose of simplicity and efficiency, and in the many years of its use I believe the library has not been cheated out of a penny.

H. M. Utley.

NEWARK (N.J.) FREE PUBLIC LIBRARY

"Why, I thought this was a *free* library! I didn't know I would have to pay for my book," was the remark overheard

one day at a busy loan-desk. Nevertheless, fines are as necessary to bring some of the books back again as the fact that they *are* free is necessary to send them out.

The following Article, from the Regulations of the Free Public Library of Newark, N.J., explains our rules in regard to fines:

A fine of two (2) cents a day shall be imposed if a book is kept overtime, and at the expiration of three weeks (if the book is not returned) a messenger will be sent for the book, and shall have authority to collect the fine incurred, and an additional fee of twenty (20) cents for such messenger service. No book will be delivered to the person incurring the fine until it is paid.

NOTE.—The day on which a book is taken out is not counted in computing the time under the rules, during which a book may be detained; but Sundays, holidays, and other days on which the library may be closed, are always counted, except when such day happens to be the one on which the count ends, and then the count shall end at the close of the first day thereafter on which the library may be open. If the library should be closed after a book becomes overdue, all the days during which the library remains closed will be counted in computing the fine. Delinquents will be notified by postal-card on the first day after their delinquency has occurred, but the library is not responsible for failure of notice to reach the person.

The fines are collected at the loan-desk as the books are returned, and a hurried memorandum is made at the time of the amount received. At the close of the day the account is balanced, and later the entries are made in the cash-book. At the end of the month the entries in the cash-book are summarized; thus we are enabled to show exactly how much has been collected from fines and other sources during the month.

Each morning an assistant carefully looks up all books overdue, and sends postal-card notices to the deliquents, sending some days as many as sixty, again as few as six—averaging between thirty and forty each day.

At the time the postal is written, a "fine-slip" is filled out, with the facts in condensed form, and this is filed for future reference. From this sample we see that the reader, whose number is 123,201, took out the book numbered 743 B41 and that there is a fine of 8 cents from the 10J91, when the book was due, to the 14J91, when the postal was written. Then the "fine-slips" are filed for reference in case of any future misunderstanding, or if the person still fails to return the book.

[Form F.]

Card No. .....
.....
Book .....

FINE.

From .....
To .....
.....*Cts.*

NOTICE SENT.

No. 1 .....*Cts.*
Sent for ..... "
..... "

Total .....*Cts.*
Paid .....

The postal usually serves its purpose, and most of the books are returned very soon; but after waiting seven days, if all are not in, the "fine slips" for the few remaining are taken out and filled in with the extra fine, and the 20 cents additional for messenger service. The name of the reader and the address are then written on the back of the slip. These are given to the regular messenger, and he goes for the books they represent and brings back the books, slips, cards and fines—if he can get them—to the library. The "fine-slips" are filed away once more in their places and left at rest. They not only give the history of the fines at the library, but show the messenger the facts of the case in a systematic form when he goes for the book; and they also give an official appearance to the matter which oftentimes is a great help.

If any one refuses to pay the fine incurred, the privileges of the library are denied to him until he decides to abide by the rules.

(Miss) C. M. Underhill.

P.S.—If a book is returned without card, the fact is noted on the application and in the record-book; so that it is almost impossible for a person to escape the fine, even though he try to get a new application. F. P. H.

NEW YORK APPRENTICES' LIBRARY

Our arrangements for collecting and recording fines we regard as one of the strongest features of our charging system.

Our method is as follows: Books are allowed to be kept two weeks. We allow one week's grace before we send for the book, on which there will be seven cents due for the first week over time. On and after the second week the fine is doubled; that is, two cents a day is charged. Every book issued has a slip pasted on the fly-leaf, on which is stamped the date of issue. As the same date is stamped on the issue card, which is filed in the order of dates in the library, there is a double record of the date of issue of every book. The date in the book enables the reader to compute when its return is due and cuts off all dispute as to the validity of a fine. When a book is one week over due the arrangement by days enables us easily to send notices to the readers. A separate record is kept of such notices, in a book prepared for that purpose, in which all returns, payments of fines and fines due, are noted as they occur, so that we have an absolute check, enabling us to tell exactly how each account stands at any time. Books over time less than a week are fined one cent per day. Every issue card has two columns, one for fines paid and the other for fines due. When a fine is paid or due it is noted in its respective column; those paid being placed in the cash drawer as a voucher and check. These are entered in detail in a book provided for that purpose, and the cash must balance with the amounts recorded on the cards. If there is a shortage the clerk in charge of the cash must make up the difference. We have thus a check on all fines paid. We obtain a similar check on fines unpaid by going over the cards every morning on which no fines have been paid, noting in its proper column all fines the clerks have neglected to charge. We are thus certain that *all* fines due will be properly charged against the reader. JACOB SCHWARTZ.

CLEVELAND PUBLIC LIBRARY

From the opening of the Cleveland Public Library until about two years ago a fine of five cents per day was imposed for the detention of a book longer than the time specified. In 1888 this fine was reduced to two cents. This smaller amount seems to be as effective in preventing too great negligence in returning books and is not so great a burden on those who have to pay it.

The fact that the receipts from this source have not been

affected by the change shows that fines are paid more readily rather than that more books are kept over time. When the large fine was charged it would happen that those who were so unfortunate as to have a considerable fine accrue would discontinue using their cards rather than pay it.

It is our custom to issue books once on each card after a fine is incurred, if desired, as this accommodates those who may not happen to have money with them but can bring the amount at their next visit.

We do not apply to the guarantor for the fine, but stop the use of the card if the fine is not paid after a reasonable time. A severe sickness preventing the return of the books is accepted as a sufficient reason for remitting the fine. The only other reason which has been accepted is inability to pay from extreme poverty, and this has very rarely been offered.

The amount of fines collected last year was $684.68.

The thing which is essential to the collection of fines without friction is absolute fairness. If the impression prevails that all are treated alike in this matter, that there are no "favored people," there are few who will not acknowledge the necessity of a reasonable fine, and pay it without grumbling.

As to the registration of fines, we simply enter the card number and amount in the cash-book. We did for two years keep an elaborate fine-book, giving a complete and permanent record of all fines collected from each borrower, but the use of it did not seem to pay for the bookkeeping involved.

I am just now introducing a personal account-book, which is intended to show the number of books charged to each person. If it proves a success it will furnish also a means of keeping a permanent record of fines paid by each.

W: H. Brett.

WINDSOR (VT.) LIBRARY ASSOCIATION

Perhaps the experience of so small a library is of little value, but as you seem to ask for such things, and as our memorandum card is, if not unique, at least original, I send it to you for what it may be worth.

In this library books are charged on the L. B. manilla slips 5x7.5 cm, arranged in the case in the classification order of the library (Dewey's D. C.).

As soon as the slips are finable (14 d. after date) they go to the extreme left of the case, and as further caution each slip is plainly scratched with a colored pencil. The fines are 2c. daily, each volume, and if readers choose to incur them we do not interfere (unless the book is specially needed) until they have run over about 10 or 12 days. Then, to make sure there is no error, we mail a memorandum of overdue:

WINDSOR LIBRARY, 28 Ap. 1891.

MEMORANDUM OF OVERDUE BOOK.

MR. R. ROE.

Your card, No. 11062 *is charged with a book No.* 398.347 C, *title,* Myths, &c., of Russians, &c., *loaned* 4 Ap. *due to return* 18 Ap.

Fine, if returned, 29 Ap. *will be 22 cents.*

This card is sent to check any error. If not correct, please report at the Library and oblige the Librarian.

It will be noted that this is *not* a call for the book, which we don't send for unless we particularly want it. But it usually brings the book and the fine in without further trouble. (In fact, our readers generally seem to enjoy being fined). But if it doesn't come in in about another fortnight then we usually add: "Please return the book."

In the few cases in which this fails to bring it, we send a third memorandum, but this time *not* to the borrower but to his *endorser*—every one of our application cards being endorsed by a person *known* and *responsible* to the library.

We ask *him* to find the book and collect the fine, *and he does it,* and in that case the reader's card is cancelled and his name black-listed unless he pays up and gets a new endorser.

We have never lost a charged book (in 8 years) nor have we missed the collection of more than $2 or $3 worth of due-fines.

Our fine collections reach $35 or $40 a year. No book is loaned on a card charged with an unpaid fine.

E. N. GODDARD.

BOSTON ATHENÆUM

OUR "new" books—that is, books bought within a year—are allowed to be kept out 7, 14 or 30 days, the time being greater for a large than for a small book, and shorter for a book in great demand than for one which few care for. The fine for keeping a book over time is 5 cts. a day. If the fine is not paid

when the book is returned we note its amount and the name of the book on which it was incurred on the manilla card on which the address of the proprietor and his payment of his annual subscription are recorded. These cards are kept in alphabetical order in a tin box. The cards of books which the proprietor has out are kept with this manilla card till they are returned. A blank red card is added wherever a fine is due to remind the charging clerk to demand the fine whenever the borrower comes to the library. We let the fines run on till the book is returned; but several times in the course of the year we send out notices to all persons who have had books out over two months. And if any book is asked for which has been out over a month we send for it. Ordinarily there is no fine on an "old" book; but if it is not returned when it is sent for a fine of 5 cts. begins to run on the third day.

When books which usually are not allowed to circulate are issued for special reasons a limit of time is specified on the card and if they are detained beyond that time a fine of 25 cts. a day must be paid.

As many of our proprietors never come to the library, but send messengers, the prompt collection of fines is not easy. Once a year the following notice is issued:

NOTICE

21. The annual assessment is due January 1, and no book will be delivered after March 1 to any person from whom an assessment or fine is due, nor after the expiration of a fortnight to any person charged with a payment for lost books or with a fine.

—*Rules for the Library of the Boston Athenaeum.*

M .....

The annual assessment on your share ($5) is still due, and also fines to the amount of

and by the rule above the delivery of books must be cut off until this is paid.

Yours respectfully,

C: A. Cutter, *Librarian.*

C: A. Cutter.

BROOKLYN LIBRARY

The subject of fines in a subscription library is one that requires some delicacy in its management.

By the regulations of our library, books, except those that are very new, and the works of reference, are allowed to be kept out two weeks. If kept a week beyond this time an ink check is made on the margin of the subscriber's ticket opposite the number of the book out "overtime," and he is mulcted in the sum of ten cents when he returns the book.

As our accounts are kept on slips in the name of the borrower, it is necessary to examine these slips once every week, and make a list of all books charged previous to a given date, and not yet returned. This work is rapidly performed by one of the attendants who devotes a certain day of the week (a kind of "wash-day") to the not very attractive task. The list having been compared with the shelves, and with a list kept of books returned, but not found charged to the person making the return (in order to make sure that the book is still out), a printed notice is mailed, requesting the return of the book, and quoting the regulation regarding books thus kept. This notice is usually all that is required to procure the return of the book, but in some cases a second notice or a written request is necessary, a small percentage of humanity generally requiring to be specially urged to the performance of duty.

There are sometimes a few persons who fail to respond even to "special" notices. In such cases, and occasionally, as time permits, a list of names and residences of delinquents is written out, and a stout boy provided with this list and a strap (to strap the books with as collected) calls on them.

An extra charge is made in cases where a messenger is sent, the amount varying according to the trouble taken in each individual case. The amounts collected for fines are noted on a slip kept for the purpose, and the total is entered in a book prepared for an itemized account of each day's cash receipts, a statement being made up from this book and sent to the Treasurer of the Board of Directors every Monday.

The charge of ten cents for books kept out beyond three weeks goes to cover the expense of making up lists and for postage on notices, printing, etc., and also to form a fund for the purchase of such books as cannot be collected, and must be replaced, owing to departure of the borrower for parts unknown.

In case a book is lost, the subscriber is charged the cost of another copy with which to replace it.

W. A. Bardwell.

ST. JOSEPH FREE PUBLIC LIBRARY

The following description should be understood as having application chiefly to the work of a (free) public library. At the same time the method might be also of service in other libraries where books are loaned for a definite term, and the charge is kept on a ticket or slip rather than a ledger account.

Having charge-slips (of either the temporary or permanent form), arranged by (taker's) card number, or in order of book number, as the case may be, in bundles or divisions, each containing all of one day's issues grouped by themselves, than at a certain date all of such charge-slips remaining undrawn from one bundle will represent books which have just begun to be out over time, so that a fine is commencing to run on each one. A fine-ticket is then to be made out and placed with or attached to each overdue charge. Such tickets are best on a printed form, of proper shape and size to file conveniently with the corresponding charge-slips; and likewise on paper of a color contrasting well with that of the latter slips.

The writer having used both taker and book-slips of the so-called permanent form, in size 5 x 12.5 cm (2 x 5 inches, scant), one on white or yellow bristol and the other on manilla board, it became correspondingly convenient to have the fine-tickets of cherry color and made of same width (5 cm.), but only 11 cm. long, so that when placed upright in front of the respective charge-slip each might drop 1.5 cm. below, and thus leave the heading of the slip in view.

Here is the form finally adopted:

Card No. .....
.....
Book .....

FINE.

From .....
To .....
.....*Cts.*

NOTICES.

No. 1 .....*Cts.*
No. 2 ..... "
Sent for ..... "
..... "

Total .....*Cts.*
Paid .....
(F)

BOOKS THIEVES; AN INCIDENT AND A SUGGESTION: AND THE BOOK LARCENY PROBLEM

The outstanding factor in the question of book-theft from libraries is the scant attention that has been given either to the fact itself or to the problems which constant and repeated book thefts have created.

As special investigator for the New York Public Library, Edwin W. Gaillard has had opportunity to verify many librarians' suspicions. The following reports were published in *The Library Journal* of 1904 and 1920.

A biographical sketch of Mr. Gaillard is found in Volume 1 of this series.

BOOK THIEVES: AN INCIDENT AND SOME SUGGESTIONS

"If a copy of March's Thesaurus is offered to you for sale please look on page — for an accession number. If you find one, the copy is mine." So read a letter which I received on March 20 from a librarian in another borough. Many copies of the book in question were offered to me in response to an advertisement and each copy was duly inspected, but without avail. One of the copies was purchased from a man who said that he had obtained it in Canada and had used it in his newspaper work, but he needed money and could get along with "Soule and good old Roget."

On May 5, a week or so later, the same man knocked and was admitted to the library after it had been closed for the day. He was courteous and affable, regretted his lateness, but begged forgiveness, as he had secured for us from a friend another copy of March's Thesaurus. The man was so evidently genuine in his claims that suspicion had not entered my mind. He was very sorry when I explained that our fund for the purchase of reference books had been exhausted. He was

sorry for our library, for his friend always secured the best, and the binding of the second copy was much better than the first. Politeness combined with curiosity, tinged with caution and a shade of mistrust, prompted me to remove the wrapping. It was a beautiful copy, full red Russian, full gilt, with a thumb index. In turning over the pages I paused at several, and on the one indicated an accession number stood out in the margin.

"Paul," I said to the page, "get me letter file no. 3 of this year." The letter of notification was re-read, and my memory of the page was correct.

"It is true," I said to the visitor, "that our reference book fund is exhausted, but possibly I can relieve you of the copy nevertheless; just wait here a minute." The first assistant discussed reference books with him all unsuspectingly. I locked the outside door and secured a policeman. When confronted the "newspaper man" said it was no doubt a curious coincidence. The price of the book was $15, the accession number was 15001, and the figures were not in orthodox library hand. When shown the letter, he asked to have the matter fully investigated and assured me that I was in error. At the station house he claimed that the volume belonged to him, and that he had obtained it in Boston. After being searched he was held on suspicion.

Next morning, after exchange of telegrams and many telephone messages, I learned that the copy of the Thesaurus which I had been requested to keep in mind was not numbered 15001 and that the charge could not be substantiated. The facts as then appeared were reported to the magistrate. He said:

"This business of stealing books from public libraries must be stopped. You suspect this volume to be the property of some library. I will hold the prisoner for 48 hours and you must investigate."

Such is the story of the arrest. My investigations were minute and extensive, and revealed a condition which must receive consideration.

The defendant was held on suspicion for twice 48 hours, and eventually was arrested on a warrant and transferred to another borough of this city and is now held for trial. At the end of the coming trial he is "wanted" in another state, also on account of the theft of a copy of March's Thesaurus.

In all, I found that 10 copies of that particular work have been stolen from public libraries. I have recovered three.

I am inclined to believe, from what has been brought to my notice, that at least three men operate together. One investigates, one steals, and one sells. The territory covered seems to extend from Boston to Washington, perhaps further. Books are so treated that identification is extremely difficult. Where library marks cannot be effectually removed the pages are cut out and replaced by others. In several cases all catalog cards for stolen volumes were removed from the trays, indicating a familiarity with library method, cross references, and subject cards. Book plates and embossed stamps are removed with great skill.

The actual thief is an expert. One library lost both volumes of the large Rand & McNally atlas; one bookseller lost six copies of the Webster International dictionary in one afternoon; in several of the libraries from which the Thesaurus was stolen all persons were required to pass inspection at a turnstile. I have heard of first editions which have been loaned for reference, and a few days after it was found that dummies were substituted and the real first editions stolen. False references seem to be used only to a limited extent by professional thieves.

In consequence of my investigations I am convinced that there is an organized body of men who know book values, library methods, and who are skilled in book alteration who prey upon public and semi-public libraries.

Neither the turnstile nor stringent rules against taking packages or baskets into the stacks seem to be of use, nor is any current method of marking books a practical protection. Some effectual method of marking books must be adopted, or an extensive system should be devised to recover stolen books and apprehend the rogues.

BOOK LARCENY PROBLEM

The one outstanding factor in the question of book losses from libraries due to larceny is the scant attention that has been given either to the fact itself or to the problem which constant and repeated book thefts have created.

All librarians know that people steal books. Librarians are inclined to look upon a case of book stealing as an isolated instance, one that can no more be foreseen or prevented than can a lightning stroke be forestalled. Each case receives such consideration as it may in itself appear to deserve, and no more. Little attempt seems to have been made to regard "losses in inventory" as a distinct problem, and even less to consider the causes which have created a situation of grave bearing on general policies of library management and control.

Not only have librarians neglected the study of this problem, but it has received little attention from others. There is practically no literature on the subject, and the little that has been written has tended to treat book-stealing in rather a light, if not humorous strain.

The poetry of the subject would include but few titles, chief of which probably is "A Blast Against Book-keepers" by Yates Snowden, recently published in *The Carolinian*. Professor Snowden tells the whole truth when he states:

> "Sometimes he steals 'in certain lines';
> Again he captures all in sight.
> Ubiquitous the villain roams,
> From Golden Gate to Plymouth Rock."

or again hear his expert testimony:

> "But one incarnate devil thrives
> At his foul business an adept—
> The bane of all good bookmen's lives—
> The vile and vicious Biblioklept!"

Strange as it is, there has been little fiction on the subject of book stealing, but it is impossible not to mention that delightful collection of tales by A. S. W. Rosenbach, "The Un-

publishable Memoirs," wherein the author not only shows a charming sense of humor and displays a surprising knowledge of the subject, but he also reveals a rather disquieting familiarity with some of the phases of its more difficult technique and method. Indeed, in certain circumstances it is not impossible that the author's evident acquaintance with the professional devices of the biblioklept for acquiring property may lead an inquiry in his own direction.

The history of the subject, unlike its poetry and fiction, is not confined to a few titles, but nearly all treat only individual cases of larceny, and none, I think, attempts in any sense to consider the question as a subject in itself.

It may not be unprofitable in the light of what I have to say, to refer in brief to the history.

If there ever was a time when books were not stolen, a golden age of honesty, it has escaped my observation. We find on the title page of the Virgil of a mediaeval monk an inscription "Whoever carries away this book shall receive a thousand lashes of the scourge—may palsy and leprosy attack him." Yet no one but a monk probably could have stolen that book.

In more recent times, it is interesting and useful to note that Sir Thomas Bodley did realize in full the danger of theft and mutilation, for he provided that certain of the books in the great library which he organized should be chained to the desks. Even his accession book was "chained to the Desk, at the upper broad Window of the Library." His library rules, upon which many modern library rules are largely based, provided for the punishment of the book thief in a manner which we of today might envy—to wit:—". . . he shall be publickly disgraced . . . for which the Vice Chancellor or his substitute shall pronounce the Sentence of his Banishment in the open Congregation and keep a permanent Record both of the Kind and Quality, of that Delinquent's Perjury and of the exemplary Punishment inflicted upon it."

Thus we find that the great librarian over three hundred years ago, doubtless after many bitter experiences, provided for the punishment and banishment of the book thief.

Notwithstanding the severity of punishment provided by the Bodleian, we cannot deny that Sir Thomas appears to have given rise to some suspicion as to the source whence he himself obtained some of his books, but it is only just and fair

to his memory to enter in the record that the explanations of his defenders seem to be sufficient to acquit him of any suspicions of larceny which may have arisen at the time when he was making his great collection.

Book stealing has waned as a serious crime in the eyes of the law, for what librarian of today would recommend to the court the punishment inflicted upon "Johannes Leycestre" and Cecelia his wife? The roll of the Stafford Assizes in the time of Henry IV has this most soul-satisfying entry: "Sus. per coll.", "Let him be hanged by the neck until his life departs." Yet poor John and his devoted spouse only stole a little book from an old church. No record here of a series of larcenies or of systematic mutilation—just a poor little single larceny. Would that we had lived in those days, or that "Sus. per coll." had survived until ours! Librarians who may be requested by a judge for a recommendation of punishment to be meted out to a book thief, should read in "Curiosities of Literature," by Isaac Disraeli, the chapter "Of Literary Filchers." The librarian will here find the names of not a few men who are said to have been book thieves but who otherwise bear leading names in Church, State and Letters. The librarian will learn that "Sus. per coll." would not fit all book thieves, however well it may fit the crime.

How many American librarians have ever heard of the "Libri incident"? Read now, possibly for the first time, of the greatest book thief on record.

Count Guillaume Brutus Icile Timoléone Libri-Carrucci della Sommaia was all that his name implies. He was Inspector-general of Public Instruction and also Inspector-general of the libraries of France. At the age of twenty he was a professor in the University of Pisa, and later a professor at the Sorbonne, a professor at the College of France, editor of the *Journal des Savants* and the *Revue des Deux Mondes.* He was the author of a long list of books. His "History of the Mathematical Sciences in Italy from the Renaissance up to the Seventeenth Century," in four volumes, is a work of great erudition and ability, and probably will always be the standard history of the subject. He was a warm personal friend of Guizot and many other great men of the period, and had been honored with the cross of the Legion of Honor.

Libri was suspected of having plundered the libraries of France in rather a wholesale manner. He sold at auction and otherwise a number of collections, and the Libri sales catalogs are today well worth owning. Libri became aware of the suspicions which he had aroused and left France rather abruptly for England. A careful and minute investigation followed his departure, as a result of which he was found guilty in June 1850 and was condemned to ten years' imprisonment. Libri, from England, protested innocence and claimed that an injustice had been done, but he never returned to France to face the charges and even those who advocated his cause were severely punished. In England he was generally believed innocent, but in France Prosper Merimée was imprisoned at Saint Pelagie for his passionate attempt at vindication of his friend, the patrician public library book thief. Notwithstanding attempts at vindication the consensus of opinion is that Libri stole many thousands of very valuable books and sold them both at auction and privately, for his own personal profit.

Not entirely unlike the Libri incident was the one which happened at Seville.

Fernando Columbus, son of Christopher, collected rare books and manuscripts, in the Low Countries, France, England, and throughout Spain. He succeeded in gathering together between 15,000 and 20,000 titles, and these in due time became the Library of Seville. This collection had a checkered history of larcenies, mutilation and general abuse, but in 1870 it is said to have contained 34,000 volumes and 16,000 manuscripts. One day, about 1886, some of the prizes of the collection drifted into the Paris market in rather large quantities. No one appears to have been especially interested. The value of the items offered for sale was not appreciated until a dealer sold for $24 a work of the beautiful and learned Louise Labé that a fortnight later was snapped up for several thousand francs. The name of the thief, I think, was never made generally public, but certainly he seems to have been one who had a perfectly free and unquestioned access to the books.

In the Parma incident, in 1885, silk threads drawn secretly across the shelves, a method of detection not usual in libraries, were broken by the secretary, one Panini, a perfect gentleman and genial scholar, aged seventy-seven. Panini undoubtedly

had an unpleasant interview in the private office of the chief librarian. At all events he confessed to having looted the collections of engravings and manuscripts.

These "incidents" tend to show that stealing from libraries was not confined in Europe to the lower grade employees, and certainly such is not the case in this country. Although the "incidents" in the United States involving library chiefs have not been numerous, there have been so many cases that we should bear the fact in mind when the subject is referred to later on in this paper, and come to realize that neither age nor rank in the service renders a man immune.

Before considering book thieves as a class of criminals, let us ask "What are criminals?" Lombroso and his school have a ready answer, which is in effect that criminals are a group to themselves, living amongst normal persons, but different,—different in many kinds of ways that may be recognized by the expert. They "look" different, or if not, their bodily measurements are not normal. They have the stigmata of degeneracy. They can no more help being criminal than a negro can change his color; they were born that way. Each school of criminologists has in turn tried to account for and explain the criminal, and his why, wherefore, and cure. All of them seem to have confused the convict with the criminal. The caught and convicted criminal may be studied and measured, converted into a laboratory specimen and properly labeled. He is below par, subnormal, abnormal, stupid,—and so caught and a convict. Yet we know that but a small percentage of crimes are ever traced to their perpetrators. There is nothing, I believe, to show that the uncaught criminal differs from his fellow men in any way.

Charles Mercier, in his fascinating new book, "Crime and Criminals," (Holt) analyzes the doctrines of the various schools of so-called criminologists and confirms my observations. He further has helped me clarify my humble theories by saying in effect that the criminal is no one in particular—that every man is a potential criminal—that every man has his breaking strain physically, mentally, or morally. The breaking strain is of course different in different people. Crime, he teaches, is caused by opportunity and temptation. With neither present, there could be no crime. He shows, as all of us know, over-

mastering temptation for one man would leave another cold and indifferent.

The counterfeiter counterfeits, the burglar commits burglarly, the murderer murders, the pickpocket "dips," the over-tempted bank cashier loots. The counterfeiter does not rob the till, nor does the burglar do shop-lifting. The murderer does not commit burglary, nor does the burglar commit murder, except of course in what he calls self-defense, but he never undertakes a professional enterprise intending to do a murder, with murder in his heart. So, too, the burglar has his own technique, like the murderer he has his own ways, and ways from which he seldom departs. The coiner never makes bank notes, the engraver never issues his own coinage, the poisoner never uses violence, and a murderous assault is never made by an habitual poisoner. Each of his own trade and craft.

Let us take these doctrines to heart. The book thief is not a murderer, though to be sure I have in my office a few books taken from one of the most interesting murderers of recent times, all stolen from public libraries. It is exceedingly rare, however, for the police to find a stolen library book in the home of a criminal, however well educated, and so we can say that defaulting bank cashiers, counterfeiters, burglars, shop-lifters, and the convict class in general are not book thieves. Their temptation to steal books is not great,—or in the technical language of physics, the "breaking strain" in the presence of the temptation is very high. They simply do not do it.

The question is frequently asked: "Why are library books stolen?" Library books are stolen from two main causes, to be sold, and in order that the thief may possess the property. The selling book thief rarely retains his stealings, and the possessing thief never steals to sell. The selling thief may retain a few volumes in his possession until such time as they can conveniently be sold, but he does not steal in order to acquire the volume. So, too, the possessing thief may sometimes part with a stolen volume for a consideration, but he did not have that idea in mind when he stole the volume. When investigating book thefts in the future it will be well to bear these facts, hardly theories, in mind.

Men steal books to sell to the second-hand dealers and to pri-

vate purchasers. A proper understanding may be established between the second-hand dealers and the library, and is so established in New York, which tends to discourage attempts at larceny for the second-hand market. Indeed this market no longer gives trouble, but a constant oversight is necessary to see that this very desirable condition is maintained. The thief who steals for the private purchaser is rare, and is difficult to guard against. This class would include those who steal rare books to sell after having had the bindings changed, marks of identification removed and perhaps the substitution of fresh clean pages for those that had been marked by the library with suitable stamps for identification purposes. Against this thief there can be but little protection, but the great God of Chance has ever been his enemy and on the side of the library, or at least when he has been caught, it has mainly been by chance—delightful accidents.

We come now to the real problem, the person who steals in order to possess a given book.

Just as all men are truly potential criminals, so all persons who use a library are potential book thieves. Library book thieves are persons who have the desire for books, otherwise they would not be using a library. Likewise, those who use the library have the opportunity to steal. A library therefore is a place to which large numbers of people resort who need books, and who have almost unlimited opportunity to steal. Is it any wonder that the breaking strain of temptation is low in this carefully selected group of the community?

And now note a curious observation. The breaking strain amongst library frequenters is reasonably high so long as a given book or a given class of books may be borrowed, but if an obstacle is placed in the way of borrower, there is a resulting lowering of the breaking point. In practice we find that reference books which are not subject to loan for home use are seldom stolen by ordinary readers if the books themselves can be purchased. Indeed, the excuse has been given so many times,—"I needed the books and tried to buy them before I took these" that I rarely question the honesty of the statement. So too, having found in the home of the thief the kind of books that he "needed" it is as a rule a waste of time to look for others of different subjects or authors. The man who

steals early American drama is not as a rule tempted by the latest book on the gas engine. The practical use of this theory is to observe the students of drama when volumes of this class are being missed and not to concern oneself with the burden of a constant watch on everyone who might have opportunity to steal from subjects of quite a different nature.

In August 1914 when on a vacation, ill, and facing rather a poor chance of seeing my office again, I sent for all of my book thief records.

I tabulated every known fact—age, color, race, occupation, education, etc., but with no result. Then I tabulated, not by fact, but by speculation, by my own opinion, as to whether a person "looked" honest, by the probable future careers and in other amusing and useless ways, even as to planetary influence at birth, but likewise with no result. Then I tried to connect the various losses caused by the thieves under analysis with the history of the connection existing between the library and the thief. Among other things, I recorded the amount of the fines which the thief owed at the time of his stealing. Here was the surprise: I found in every case of larceny of books that were subject to loan for home use that the thief owed a fine for a greater or less amount. Owing a fine, the card had been withheld; he was not permitted to borrow books until the fine was paid. The fact that he owed a fine did not in the least make him desire books the less,—that which was denied was of magnified value, and so he stole.

The reasonableness of the fine, or its amount, or the economic status of the thief has no bearing on the fact, which is that practically all cases of book stealing for their possession is, as I am in the habit of saying, "based on a fine." That type or cast of mind which will contract a fine and which is for various reasons or causes reluctant to pay the fine, will have a very low point of breaking strain when subjected to the temptation to take a book in an irregular manner.

The reader will observe that I have characterized the removal of the book as "taking," and so too does the thief. The history of a normal case is that the borrower has contracted a fine, which remaining unpaid, loses him the use of his card. He then finds a book that he desires—he simply must have it, and so he thereupon surreptitiously borrows the book, and often

returns it furtively and secretly. He then continues his own method of borrowing. Remember, if he had not been careless about the return of books he would not have had a fine to face in the first instance. His record of carelessness continues—he neglects to return the informally borrowed book, he takes another and another. In the course of time he finds a considerable number of library books in his possession, and becomes alarmed. He may be expected to pursue certain well defined courses of action. He will attempt to return all, or nearly all, of the books anonymously, by mail, express, or messenger, will leave a package of stolen books in a park, a church, a subway train, or even check it at the coat room of the library itself and fail to call for it. His last resort, if he does not destroy the books, is to attempt to hide the fact that the books belong to a library by attempting to remove all marks of ownership. careless in other things he is careless in this; in fact we rarely find marks of ownership thoroughly removed from a given lot. Indeed one of the title pages is pretty sure to be intact, or some large rubber or perforated stamp on a conspicuous page is likely to be overlooked.

We may draw certain lessons from the caught thief. He is often physically defective and frequently not quite balanced, and sometimes queer enough to be sent to a hospital for the insane.

But the thief who has just been discussed is not the only one that the library has to fear. He mainly steals books of no great value from the circulation department.

There is a class of persons who possess a craving of great intensity but of very restricted scope for a very limited class of objects. These persons may be grouped under the general subject head, "Collectors." The craving of a collector to possess the object of his desires becomes so intense and overmastering that it impels him to act in defiance of general moral restraint. The temptation placed upon the collector of a given class of objects far exceeds the temptation which would be felt by a non-collector of that class. A collector of books, or of any special kind of book, is subjected to real and unusual temptation when in a library. The librarian may well be on his guard against all collectors and take especial precaution to protect the books and manuscripts, that would in particular appeal to their cupidity.

Collections of rare books of all kinds are subject to danger from book collectors. It is impossible to discuss this subject confidentially with dealers in books of this class without acquiring a very great distrust of all collectors. Indeed, it is astonishing to hear names mentioned in connection with losses from the stocks of such dealers, and to hear of bills that have been sent to well known citizens and paid for books which they had stolen from a dealer's stock.

Men who make a practice of collecting and selling to certain collectors, who in a way act as a collectors' agent, know full well which of their clients are not over particular in examining a book to see if it bears traces of library ownership, and who care not in the least how a book was obtained if they lack it in their collection. They will pay the price and ask no questions.

A collection of rare books, no less than a collection of fine gems, is likely to contain specimens which have a history of larceny, and it is the wise librarian who takes due precaution to see that his books do not drift into these collections.

Much more might be said on the general subject of book stealing from children's rooms. Here we approach a field and point of view which in itself seems a little out of normal.

The fine idealism which prompts a young woman to devote a portion of her life to library work with children is offended by the coarse reality of larceny, and instinctively she turns from the subject as from any other repulsive incident of life. Her inclination is to draw a veil over unlovely criminal developments in her room. She feels herself smirched by the contact, and so feels a tendency to evade the subject.

This analysis is not intended as an unsympathetic criticism of children's librarians, and does not apply to all, but looking back over the innumerable cases with which I have had to deal, I confess that I have a composite picture which to my mind would be described somewhat as above.

Children's librarians are forced by their statistics to admit that their readers do steal, but they frequently try to minimize the fact, or try to palliate it to themselves in various ways. Theirs often seems a position of protection. I have heard it said more than once, "Oh, he did not *mean* to steal, he just didn't have his card, and borrowed the book without speaking to the librarian."

There seems no history of book stealing from children's rooms on the part of girls. Practically all of the juvenile larcenies are committed by boys, or at least if girls do steal they are too clever to be caught. The known juvenile book thief is a boy.

Children's librarians do not seem to realize that the question of taking property is always in the small boy's mind. The small boy is thus subjected to very severe temptation; he is surrounded on all sides by things that he especially wants—otherwise he would not be in the room at all. He is of course immature, and his breaking strain is low. A boy who would surreptitiously borrow a book from a children's room, and who would borrow another and another and deface them all to hide their source is by no means at heart a thief. Rarely do boys steal books to sell and rarely are boys who use libraries thieves. No, they simply wanted the book in the first instance and "took" it.

The question arises—"Why did he take it, or rather, steal it, if he could borrow it?" The answer is simply that he did not. A boy will steal a book that he cannot otherwise get, rarely otherwise. A boy will steal a book because the author is popular, and the books are seldom on the shelves. Librarians are all familiar with the fact that a boy will hide a book in the library until such time as he may borrow it properly, but it is also true that the boy may hide the book in his own home because it was rare and scarce at the library. A material increase in the number of copies of a given work will result in a decrease in the amount of stealing of that work—the temptation has been removed.

Fines play a large part in the causes of stealing from children's rooms. Almost every boy book thief has a fine marked on his card. A curious phase is the book stealing done by the book gangs. Every little while we hear of a boy's club where the weekly or monthly dues consist of one stolen library book, to be added to the common fund. The latest such case with which I have had to deal did not amount to very much, but its name was interesting—"The Blackmailers' Club." Upon careful investigation it proved a very tame affair.

The theory of the boy book thief club seems to be that the members will steal the books and lend them to one another,

and so the individual members can have a greater opportunity to get the books that they especially desire. In one case with which I had to deal I found that the boys had organized an excellent miniature library, even to labels on the shelves and a fairly good form of charging system, with fines for overdue books, and a private rubber stamp for the title page.

"My boy is a good boy" I have heard from distressed parents so often and so very many times that I am forced to conclude that good boys do steal books. The boy is good in many ways, but his power of resistance to temptation is not developed. He does not reason the thing out. The same boy would not steal from a silversmith or a department store. He readily sees the point when it is brought to his attention.

The librarian will often say, "He is the last one whom I would have suspected." He is in fact *"a good boy"* who has been subjected by the very conditions which prevail in most children's rooms to a temptation outside of his normal experience in the world, and one which tends in a peculiar way to place upon him an undue stress.

In short, the responsibility of the book losses from the children's rooms is a burden that children's librarians must bear in a far greater proportion than those in the adult departments. Too, the extent of losses from the children's rooms may be attributed to faulty oversight and control of the rooms to a much greater degree than is the case with adults. This faulty oversight is often caused by a great influx of children during very limited periods of the day, to the "rush hour." The responsibility of this condition rests with the administration rather than with the children's librarian.

A judge of a large juvenile court recently said to me that the moral responsibility in cases of boy book stealing largely rested upon the library. A complaint clerk in another juvenile court, who in a way acts as a minor judge, holds almost that a public library should be a co-defendant in a juvenile larceny trial, in that the library largely aided and abetted in the stealing, by an almost criminal negligence displayed in the protection of its property.

Here it may be an opportune point to deal with the question of the convicted juvenile book thief.

In general I dislike exceedingly to prosecute boys. It is,

as a rule, I believe, very bad for the boy. In cases where a boy has stolen one, two, or three books, or even more, I would not advocate an arrest and prosecution. Usually a serious talk in a private office with the parents and officer or detective in the case will have a very marked effect upon the boy. Let a record of the facts of the case be made in the boy's presence and let him be told calmly but effectively that the library will consider this case as a first offence, and will give him another chance and place him on parole. Give him a clear understanding that the present case will be used against him if he gets into any further trouble, and it is unlikely that the library or the police department will have further trouble with that particular boy. The boy will not have the excitement and almost glory of an arrest; he will weep and eat large slices of humble pie.

In more serious cases where a boy has systematically stolen and sold books, or where he was a part of a small organized club, whose object was to steal library books, it seems desirable to let the parole come from a properly constituted court. It is very effective to have a judge explain to eight or ten boys, whose assembled parents, lawyers, cousins, friends, character witnesses, and brothers and sisters form a large and interested audience, that book stealing from the library is not fair to the other fellow, and from that position go on to the more serious aspects of larceny. The boys are then placed on parole for six months and required to report at stated intervals to a probation officer.

In still more serious cases where boys have previous criminal records, or where the report of the criminal officer indicates its desirability, the boy must be committed to some institution for juvenile criminals. Many police officers regard institutions of the kind as high schools of crime. In practice, I hope no librarian will suggest or recommend such a commitment unless all of the facts of the case fully justify a course which is sure to be one of very real and great danger to the boy.

Librarians steal books. It is rare for a librarian to steal books, but book stealing by library employees is not at all rare. Library employees are more inclined to steal books for their own use than to steal to sell. Just as the courts are inclined

to regard the employee who steals from his master's stock for his own financial gain as a criminal, so they regard the library employee who also steals to sell. One who steals because of his interest in the books themselves is regarded as a wayward and misguided person who must be shielded from the full force of his own acts. While the vendor therefore goes to jail, the other goes on probation and parole.

Having now considered some of the temptations which lead to the stealing of books from libraries we may properly devote some attention to the sister of Temptation—Opportunity.

The twin sisters of Opportunity and Temptation, Handmaidens of Evil, combined always, never alone, lead to crime, make the criminal. It is obvious that with either absent there could be no crime. It is not the shape of a man's head which makes a criminal, nor is it his early environment, but it is the twin sisters, Opportunity and Temptation, and nothing else.

The librarian more than any other class has both opportunity and temptation. Yet, because the breaking strain in the educated and cultivated librarian is high, he rarely yields.

As this paper is not intended to be a guide to the art of book stealing I will not name or suggest the opportunities open to a librarian. The higher rank a librarian attains the greater are his opportunities as to amounts and values, and the more numerous are his possibilities.

There is an insidious form of temptation to which some librarians inadvertently render themselves liable. A certain number of librarians, stimulated by a real and genuine interest in their own special subjects, or forced by economic pressure, make private collections on their own accounts. In the course of time a librarian who has formed such a collection will sell the entire lot at private sale or at auction, or sell in some such way a greater or less number of odd volumes, duplicates, and the like. Up to the present time librarians have not considered this unprofessional conduct. Book dealers, however, appreciate the danger of this course, and they do not ordinarily permit an employee to buy and sell on his own account. One who collects for himself, usually with some idea of financial gain, and who is at the same time collecting for his library must often be obliged to choose whether his own private collection shall be enriched by a given purchase or whether it shall go to his li-

brary. It is but human nature that personal interests will tempt an oversight of professional duties: in a certain proportion of instances it is his own collection that will profit, and yet he is paid to use his best efforts on behalf of his library. In the disposal of duplicates from his library it is only natural that he gives himself prior choice, and he fixes the price. A librarian who buys and sells on his own account has an easy and familiar method of disposal, his opportunities of selling books stolen from the library of which he has charge are far greater than those of a librarian with no such familiarity with the market, and where opportunity is greater, temptation is also greater.

No chief librarian should permit himself to feel at ease if he has an employee who deals in books. No board of trustees should view with anything but strong disapproval a chief librarian who sells books on his own account and sells his library books, especially where the sales are made to the same dealers.

However great temptation may be, there can be no stealing unless there is opportunity. Everyone who enters a library has the opportunity to steal with greater or less facility, depending upon the administration of the library.

Admission to stacks creates invaluable opportunity. Open shelves, especially in alcoves of which the librarian has little or no oversight, are very tempting to the biblioklept. A library is apt to find many of its losses in inventory from shelves of which there is poor oversight, regardless of the subject classification on those shelves. If there have been heavy losses in fine and useful arts from unguarded shelves, and the following year these subjects are moved to a better guarded location, and the space formerly thus occupied filled with out-of-date books on religion, then the next inventory will certainly show an increase in the per cent. of losses in the religious books and a decrease in the per cent. of losses in the fine and useful arts.

Poor and negligent assistants create opportunity. The book thief watches the staff. The alert assistant who is aware of all that takes place in the room, and who is ever watchful to see that the best of service is rendered to readers is the chief foe of the book thief. Next in danger to the unwatchful assistant is the crowded and congested condition of the room, which must divert the attention of even the most reliable of librarians.

No librarian can be blamed for a single theft from his li-

brary, but every librarian is directly and personally responsible for the rate of loss. This is a hard, not to say harsh, saying, but I believe it can be demonstrated as true. It is customary to ask of a library how many volumes it loses a year by theft, and what the percentage of loss is annually, based on the number of volumes circulated, or in stock. In any inquiry on book losses this is the most commonplace of questions. The question is, I am convinced, entirely wrong. The question should be "What is the rate of loss annually under the administration of the librarian, as compared to the loss under previous administrations?" I have been startled to watch the rate of losses vary with administrations. A librarian with a low rate of loss who goes to a library with a high rate will at the end of a year or two be obliged to report a decrease in the rate. So, too, a librarian whose history shows a high rate of loss will go to a library vacated by the low rate librarian and at once the rate of losses will increase.

This theory has not been mathematically proved, but it is based upon an unusually wide opportunity for observation and it really seems only common sense that the probabilities are in favor of its truth.

In short, it is not the book itself, but the lack of the book, or obstacles thrown in the way of the use of the book, which cause temptation, and opportunity is given both by the physical construction of the room, the arrangement of the shelves, and the lack of a constant, alert, oversight and control.

The method of stealing is a subject of great interest to the librarian. There is very little variety in the principles of method. Usually the thief tries to conceal the book in some way, or to divert attention of the librarian, or both. Boys place books under their blouses, down into their trousers beneath the belt, or conceal them in a package of school books. The adult amateur thief will carry away a book in his overcoat pocket, under his coat, with the book under the armpit, or folded up in a newspaper. The professional book thief is able to carry away quite a large volume under his overcoat by holding it in under the palm of his hand, pressed against the leg, with a newspaper or umbrella under the arm, but on the outside of the coat. In this position, the thief, to cover a certain awkwardness, will walk slowly, stop to look at a bulletin board, or even chat

with the librarian or ask a question. These are the usual ways. In special cases thieves have resorted to various expedients, even to the substitution of a dummy book, pasting a worthless unbound volume in the covers, and leaving the result of the handiwork on a table, or they have even been known to return it to the delivery desk in this condition. Books are sometimes placed in hand bags and one thief of great activity and genuine ability brought wrapping paper and twine, tied up his bundles and departed. Usually books are only stolen one at a time, secreted in the clothing. Boys sometimes divert the librarian's attention while another boy carries away a book too large to conceal.

Books are sometimes taken from a library with intent to deprive the library of their use, but with the full knowledge and consent of the librarian as regards the renewal of the books. In other words, books are sometimes stolen by resorting to fraud rather than to sly, stealthy, and furtive methods. The most simple method of fraud is changing the number on the borrower's card, such as the altering of 7191 to 7794. This fraud is sometimes easy to detect when the books become overdue if the possibility of it is in mind. A difficult problem to solve is that which arises when a person steals the card belonging to another and changes its number. Fortunately attempts of this kind are not frequent.

The courts will entertain a charge of larceny against persons who have acquired books by presenting borrowed cards, which have been found, stolen, or altered, or which have been issued in a false name or to a wrong address.

In dealing with cases involving false names or fictitious addresses my own position is that such use itself is presumptive evidence of attempt at fraud.

False names, or names slightly changed, are used by persons who owe fines, and as such use clearly shows fraudulent intent, those who make the attempt are denied the use of the library. People who change their names properly and honestly rarely owe fines and can always show good cause for such changes. In default of good cause, and when the name is only changed so as to effect a relationship with the library, fraud is clearly intended.

Prosecution of book thieves appears to be a matter which

has given librarians much trouble. Librarians often complain that they can receive little or no satisfaction in the courts.

In order successfully to prosecute a case or a number of cases involving larceny, it is necessary to understand something of court proceeding, of the law, and of the nature of evidence.

Larceny may be briefly defined as the taking of property with intent to deprive the owner of its use. Unauthorized possession of property does not constitute larceny. Possession of stolen property is not in itself a crime. The taking of another's property is not necessarily larceny. The complainant must not only prove his ownership and the taking thereof, but also the intent. A library is especially organized to enable a person to take its property—to lend. Having lent a book, the librarian knows that the book is sometimes lost and the library is recompensed for its loss by a cash payment. The book then virtually becomes the property of the borrower, and when found by this borrower, he frequently removes marks of ownership, as probably is his right. The possession, therefore, of a library book, or of several books from which marks of ownership have been removed, is no proof of larceny and is no crime. People sometimes inadvertently carry away books without the formality of having them charged, and since there was no wrong intent involved, no crime could have been committed. All librarians know that perfectly respectable people, often old ladies of good standing, borrow books surreptitiously and do so systematically, returning the books so borrowed from time to time. It is a bad habit to which old ladies resort to obtain more novels at one time than the rules allow.

All of these facts must be taken into consideration by the librarian before making or causing an arrest. If there is any element of doubt whatsoever, no arrest should be made, and no arrest should ever be made until a careful investigation has definitely removed every element of doubt.

A book thief is seldom arrested where but one volume is involved. If there are several stolen volumes it is necessary to prove that the stealing all occurred at one time, or if this cannot be done, then each volume must be regarded as stolen separately, constituting a different crime in each case, or a series of crimes. A pile of books which have been recovered from a book thief may contain some that were stolen so long

ago that the crime has become outlawed by statute, or may contain some that were lost and paid for, or that had been purchased from a book store, or found on a trolley car or in the park, or even inherited from a deceased maiden aunt.

The librarian must try the case thoroughly in his own office; he must select one book from the pile and base his complaint on that one book, and on that one book his case must stand or fall.

In practice, it is necessary to prove ownership, to prove that the defendant did have the opportunity to steal that book, and to prove that it was stolen on or about a certain date and taken with intent to deprive the library of its use.

Ownership can be proved by placing other books from the library in evidence and comparing methods of preparation, the location of marks of ownership, or if the marks have been removed, by the fact that erasures correspond in shape, size, and position with acknowledged marks in other books. If the accession number has not been removed the accession records may be placed in evidence. In a well conducted trial it is necessary to prove not only that the library did possess a copy of the title in question, but that the copy proved to have been possessed is missing and cannot be found after a diligent search, and that the volume offered in evidence is the actual missing property of the library without any doubt.

Opportunity may be proved either by having the defendant identified as having been seen in the library, or by some library record which shows that he had used the library in some way, usually by a signed application blank.

The intent in a thief's mind cannot be seen or felt. It is an intangible element. But we may infer intent. If a person who is known to have used the library, is found to have several or a considerable number of books in his possession of which he cannot give a satisfactory account, and if some or all of these books have been defaced in such a way as to cause their ownership not to be readily apparent, if book plates have been removed, rubber stamps erased, perforated or embossed stamps cut out or pasted over, we may infer that the person who did the work did not intend that they should be returned to the library in that condition, and thus we may in such a case infer the intent to deprive the true owner of the use and benefit

thereof. Intent may frequently be inferred in other circumstances, but the above is the ordinary development.

It is not sufficient for the defendant to say that he had purchased the books from some person whose name he does not remember, or who is dead, or who is in Canada, or that he found them in some place, such as in his apartment when he moved in, or in the cellar of an apartment house. He must offer some evidence to this effect, or some testimony in corroboration of his own statement. The judges have heard similar stories many times and habitually disregard such a claim when not well supported.

Unless a librarian can prove to his own satisfaction according to the above principles that the person concerned is guilty, it is useless to make the arrest with the hope that the prosecuting attorney can prove it in court.

Not only is it useless but it is dangerous. A gross injustice may be done to the defendant and his family, and it is not unlikely that the library or the librarian personally will be involved in a highly disagreeable damage suit in the civil courts.

In many cases it is unnecessary to prove anything at all in court for the simple reason that the defendant will plead guilty. But the librarian must remember always that an admission of guilt under great stress in the librarian's private office was not made under oath, and even if the plea of guilty was entered in the court of the first instance, when the case comes up for trial the defendant has a right to change his plea, and as a matter of fact frequently does so. The burden of the proof is on the complaining witness, and unless he can prove all the facts as alleged in his complaint, it is far wiser to refrain from arrest. No matter how exasperating a case may be, an arrest should not be made unless proof is reasonably adequate. In one case a thief said to me, "Sure, I stole the books, and a lot more that I sold. What are you going to do about it? You cannot prove it. I don't mind admitting it to you here, but I will plead 'not guilty' in court. You know I stole the books all right enough, but you can not prove it." We had a friendly conversation on the general subject but beyond showing the man to the doormen and the guards, there was nothing that could be done.

The facts of each case must be taken into consideration and

the librarian must be on his guard against undue zeal in his interpretation of facts. There must be some feature in every case of larceny from which a criminal intent may be inferred or the case can not be prosecuted successfully.

After conviction the librarian is frequently consulted by the judge as to a suitable sentence. In cases involving first convictions I personally am inclined to recommend probation and parole unless there has been a long series of offenses committed by a mature and normal adult, and here I usually oppose parole and plead for a prison sentence, generally with success.

The librarian who goes to court with a case properly prepared will never, according to my own experience, receive anything but courtesy and consideration, and will be almost certain of obtaining a conviction. The librarian who goes to court with a case lacking in essential evidence and testimony, and clouded by very evident animus, is apt to find that he is himeslf placed on the defensive and even if his case is finally proved he is likely to have a most humiliating and disagreeable experience.

In proceeding with a case of book stealing the librarian should have strongly in mind his eventual testimony in the witness chair. He must obtain exact facts that can be verified, exclude hearsay testimony in his office and be ready to place his witnesses on the stand to tell under oath everything personally known to each. They must avoid hearsay evidence and surmise, and the recital of facts must be given in such a way that it will weave a story which can not be denied.

Book losses are due, not to many thieves, but to many books being stolen by comparatively few thieves. There is comfort in this thought for it means that not everyone who enters the library seeks to steal. The book thief is the exceptional visitor. It is worth time and trouble and expense to eliminate this visitor.

As Dr. Mercier states: "The prevention of crime, like the prevention of anything else, can be effected only by attacking its causes," but before the cause is attacked it must be isolated and identified. Dr. Mercier goes on to say, "My opinion, as I have stated in a previous chapter, is that crime is a function of two variables, viz., a certain temptable disposition on the part of the person who commits crime, and the temptation to which he is subjected; and the more of one of these factors

that is present, the less of the other is needed to bring about the result. In short, crime is due to temptation offered to temperament. This being so, crime is to be diminished, if at all, by diminishing temptation, including opportunity, and by modifying temperament. . . . Something can be done even to diminish temptation. Those who carelessly leave temptation in the way of others—as, for instance, shopmen who leave their wares unwatched . . . might be punished for doing so. They become in fact accessories to crime . . . ."

Severity of punishment has little to do with the prevention of crime. Larceny was probably more frequent when it was punishable with death than now. Certainty of punishment is more effective. The more certainty that book stealing will be punished, the less stealing there will be. A library therefore should prosecute every individual case that can be prosecuted. Criminals are deterred by the certainty rather than the severity of punishment. Books will not be stolen if the potential thief can be made to believe that it is not worth while.

I do not believe that it will ever be possible to stop book stealing from large public or semi-public libraries. I do firmly believe that good library service on the part of librarians, the removal of temptation as far as it may be possible, and the study and elimination of opportunity will tend in a large measure to diminish losses.

Much may be said on the subject of the detection of the book thief, but this subject is in itself one of so highly a specialized nature that it is exceedingly difficult to treat of it briefly.

Crime of all kinds is highly specialized. In other phases of life where crime is more or less frequent it is found that men who have devoted time and thought to the matter have also become highly specialized. In the police department such men are called detectives, but in other ranks of life they receive different titles; for example we have the handwriting expert against the forger, and the Examiner of Questioned Documents for commercial and legal cases. The clinical laboratories supply experts of various kinds to consider causes of death, insurance companies employ adjusters and investigators. These men are all detectives pure and simple. Their business is both to discover whether or not a crime has been committed, and if possible, the criminal.

The ordinary police detective usually becomes such because he has been successful with his treatment of ordinary police cases, of which he has acquired a general knowledge. But special crime is not ordinary crime. One who undertakes an inquiry in a case of specialized crime must have experience and background which will enable him to prosecute his inquiry. This is well recognized in all police work, for we find men in all large departments who have specialized in their craft. We find for example the Bomb Squad, the Pickpocket Squad, the Narcotic Squad, and so on. The Narcotic Squad knows nothing at all of the work of the Bomb Squad.

Book stealing from libraries is a specialized crime, but not of sufficient gravity to warrant the establishment of a Book Thief Squad. Police officers who are assigned to special squads usually have some special knowledge, experience or acquaintance which will make them of value to the particular squads to which they are assigned. In other words, a detective must have some special training to fit him to work on highly specialized cases.

In library practice it was found unsatisfactory to call upon either police or private detectives in cases of book theft. It was found that they were unsuitable. The average officer has little or no knowledge of the field in which the book thief operates.

A library which suffers from the book thief must assign a member of its own staff to inquire into cases of book theft.

The librarian who undertakes the most unpleasant task of discovering and prosecuting book thieves must learn to look upon his work as one of constructive librarianship.

It is greatly feared that the librarian, together with the populace in general will look upon a successful detective as one of almost superhuman acuteness, that genius of the penetrating eye, the long memory, of intuition so wonderful that we stand aghast. This figment of the imagination is never on the regular force. On the contrary, when the force fails, he always succeeds. They go to him for help, have their problems solved, but treat him with supreme contempt. This is the detective of our great detective stories. Amateur detectives, nuisances that they are, should be suppressed. Their especial delight it is to instruct the professionals, but their "instruction" is always ob-

struction. The librarian who attempts an inquiry in a case or in any part of a case of book stealing who has no experience in such cases becomes an amateur detective. "Sus. per coll."

Every case of book stealing should be referred to one member of the staff, and this librarian should have exclusive jurisdiction in every aspect of the case. In the course of time this librarian will acquire a knowledge of the law of his state on the subject of larceny, arrests, evidence, court and police methods of procedure. A knowledge of these elements is essential to good work; without such knowledge he will be a failure and a danger to his library.

The librarian will find to his surprise that there is nothing exciting or thrilling in detective work. After the first few cases he will find that "clues" belong to the realm of fiction. Obvious facts will dance before his eyes unseen. He will not work on a "theory" in a given case. Indeed, the very words "clue" and "theory" will fade from his vocabulary. Rather he will find that any inquiry is based upon careful and patient investigation on a systematic and well ordered plan, and will consider known facts and working from experience will try to develop unknown facts from his experience in watching the known develop from the unknown. He will know what it is that he is looking for and will hunt and sift for it until it becomes known.

A librarian cannot extract a thief from the thin air. He must have some facts to work upon, and information of these facts must be brought to him first hand. Fact added to fact will convict the thief, but bare information that a book has been stolen without other testimony and no evidence, simply ends that particular case. If other books of the same kind are stolen, or if other books are stolen in the same way, these incidents constitute other facts and help build up a case, and so no detail, however trivial, should be withheld from the librarian in charge of such matters, and no other librarian should attempt to inquire into the most seemingly trivial detail, for he is certain to confuse the trail in a certain proportion of cases.

Any inquiry must in a measure be secret. Certainly no one would think of notifying a thief that suspicion was aroused which might implicate him. When a given larceny might have been committed by any one at all the librarian must settle in

his own mind who is at least likely to be involved, and consult this person as to who might have especial opportunity or temptation or both. As soon as the investigating librarian appears on a scene, immediately curiosity is aroused, and the guilty one warned. The librarian should not appear on the scene unless it is common knowledge that an inquiry is under way, and he should make the most painstaking effort not to advertise the fact that he is looking for a thief.

An example of such a case might be cited. Books had been stolen, other books of the same kind were found secreted in the library. A librarian carried them to my office to show to me. When he carried those books he passed ten or fifteen people any one of whom might have been the thief. He virtually advertised to the thief that his crime was known. By rare chance the books were restored to their hiding place without, however, attracting the attention of the thief. Here they were watched, and in due time the thief went to jail. If he had known that they were watched he would certainly have not attempted the final chapter in this story of larceny, and would not have been caught. If warned, the thief can often dispose of the stolen property, and so the librarian must make every effort not to warn. Here it is that librarians most often fail. They become the amateur detectives on the staff, warn the thief, and cloud the trail.

Occasionally the investigating librarian will have occasion to use methods which are quite common in other classes of detective work. He should acquire at least an elementary knowledge of the fingerprint and of other forms of personal identification, and he should have some familiarity with the working methods of the handwriting expert. At least he should know enough about both of these subjects to know when to call for advice from a local specialist.

Commonly a private person may arrest another for a crime committed or attempted in his presence, or where a person arrested has committed a felony, although not in his presence. To this extent every librarian has the power of arrest. A police officer may, without a warrant, make the same kind of arrests but may also make an arrest when a felony has been committed and when he has reasonable cause for believing the person arrested to have committed the felony. (N. Y.)

The police officer has other advantages. He may break open a door or a window if admittance is refused; in which case he is protected, for it is a crime to interfere with an officer, a crime not to go to his help if called upon. In suits for false arrest the police officer has the presumption on his side and juries are loath to find a verdict against him, (though from time to time they do), but the private person has none of this protection.

The librarian who is trying to prevent book stealing will be obliged to make arrests or cause them to be made. If he calls in a police officer, all of the history of the case must be explained to this officer, often in the presence of the thief, who is thus warned of certain portions of the case against him. Sometimes the officer, not understanding, will not make an arrest, as is his right.

For many such reasons it is advisable for the investigating librarian to be constituted a peace officer of some kind—a private police officer, or a deputy sheriff. He thus becomes what amounts to a detective, he makes his own investigations, makes his own arrests and sees the cases safely through the courts, without chance of a conflict or interference from a patrolman. The investigating librarian is often called upon to take charge in cases other than book stealing. In any of his cases he is liable to need all of the help and protection provided by law or custom that safeguards the police officer.

A police officer attached to the headquarters office to whom might be assigned the task of organizing a circulating and reference library for the use of all of the officers of the uniformed and detective forces would display only ordinary intelligence if he should consult the librarian of the city and make a study of library methods and practice. Lacking study of the kind his library would be a curiosity both as to methods and administration.

A librarian who would attempt to act for his library in the province of a police officer is quite as much in need of special instruction and advice as would be the police library organizer. It is essential that the investigating librarian learn at first hand and from professional officers the police methods that are used in typical cases with which he is most likely to come into contact.

There is no recognized way of acquiring this instruction. The city librarian would be glad to help the police library organizer, but the police chief is not at all likely to have much enthusiasm in teaching a librarian any part of his craft. Probably the best way to learn is to find some sympathetic detective who has himself been a frequenter of the library and consult him as cases arise. He will have very much to teach that will be of great value, and gradually the investigating librarian will receive illumination in matters of police methods and the routine of arrests, indictments, trials, convictions, and probation officers. In this way the investigating librarian will learn to work with the police, and is less apt to arouse antagonism by violating the rules of the department, or of running counter to accepted conventions in the service.

The librarian who would undertake to protect his library from book thieves and the many other kinds of vampires who would prey upon it will find that he is not the less of a librarian, and that this side of library work has its own interests, not to be compared unfavorably with that of any other special department in a library. He must perforce read and study widely, acquire an unexpected variety of experiences, while he is thrown into opportunities for the observation of men and women far beyond those of any other librarian. Perhaps the chief compensation to be derived from this special position is a more intimate knowledge of human nature than any other position in the library field would afford.

CONTAGIOUS DISEASE AND LIBRARY CIRCULATION

Fear has often been expressed lest the free circulation of books should serve to disseminate disease. Tests have shown that this is possible, but experiments in disinfection have not uniformly led to satisfactory results. While some experimenters report the entire destruction of disease germs between the leaves of a closed book by simple exposure without opening, to formaldehyde gas, others assert that nothing short of live steam is effective. Numerous investigations have been made by both medical and library experts, and the following papers embody some of the facts and principles brought out by those investigations.

THE SPREAD OF CONTAGIOUS DISEASE BY CIRCULATING LIBRARIES

Opinions of medical men seem to indicate that much of the fear of spread of contagion through circulating libraries is unwarranted. The results of investigations made by experts of established reputation in different parts of the country are set forth in the following report of William F. Poole of the Chicago Public Library, published in *The Library Journal* for 1879.

A biographical sketch of Mr. Poole appears in Volume 3 of this series.

About two months ago, at a meeting of the directors of the Chicago Public Library, the question was raised whether books in circulation were not in danger of spreading contagious diseases in the community. The director who started the inquiry had passed through a painful experience in losing several of his children by scarlet fever, and with him it was a question of genuine solicitude. He knew of no instance where disease had been communicated by a book; but as it was known to be transmitted by clothing, by toys, and even by the air, he asked: "Why not by books?" No one present could answer the question. When appealed to, I said that I had never known such an instance, and had never heard of one. I had never even heard the subject discussed; and almost everything else relating to books had been discussed at the several conferences of the librarians or in the Library Journal. If such an incident had ever occurred it would have been known and talked about. Several reporters of the daily newspapers were present taking notes of the conversation, and in view of the publicity the subject was likely to attain, it was thought advisable to appoint a committee to consider it. But for the presence of the ubiquitous Chicago reporter, the discussion might never have been heard of outside of the directors' room. The next morning

this combustible material was spread before the people, and it became of general interest. The medical profession and the public took sides upon it immediately. Nothing would have allayed the interest awakened except a thorough investigation on the part of the committee.

We wrote, therefore, to medical and sanitary experts of established reputation in different parts of the country, and to the librarians of the largest circulating libraries, for such information as they could impart. We received nineteen letters in response to our inquiries. Fifteen of these were from medical and sanitary experts, and four from librarians.

No one of these writers could give any fact falling under his own observation tending to show that a contagious disease was ever imparted by a book from a circulating library. None had ever heard or read of any, except Dr. John S. Billings, of the Surgeon-General's Office, Washington, who said: "I cannot refer to any facts with reference to such propagation, although I remember to have read an account of the transmission of scarlet-fever, somewhere in London, by the books of a circulating library."

The medical experts, therefore, had nothing to discuss except the theoretical question whether it be possible for contagious diseases to be transmitted by library books in circulation. On this point nine of them expressed themselves decidedly in the affirmative; three, admitting the possibility of such transmission, thought the danger was very small; two did not believe in the theory of such transmission, and one, Dr. Samuel A. Green, City Physician of Boston, treated only the practical issues, and expressed no opinion on the theoretical points. Dr. Green said: "I have never known an instance where there was any grounds for believing that contagious diseases were carried by books in circulation from the Public Library. Throughout the year 1872, a severe epidemic of small-pox prevailed in this city, and it was my official duty to see every patient and to trace, if possible, the history of the case. In no instance was I able to connect the infection with the use of books from the Public Library. At that time I was one of the trustees of the institution and took a particular interest in the matter, as the same question had arisen here." Yesterday, Dr. Green informed me that, during the period named, he investigated the origin of 4300 cases of small-pox.

Dr. H. A. Johnson, of Chicago, member of the U. S. Board of Health, having expressed the opinion that transmission of disease by books is possible, said: "As a matter of fact, however, it is not very likely that persons afflicted with measles, scarlet-fever or small-pox will use or handle books, as the rooms of such patients are usually darkened. The probability, therefore, of propagation by such means is quite small."

Among the writers who thought transmission of disease by books was possible and probable, Dr. J. D. Plunket, Pres't of the Tenn. State Board of Health, said that ten years ago he had a patient with the small-pox, which he concluded was communicated by a book in paper covers, borrowed from a family which had the disease.

Dr. Henry M. Baker, Sec'y of the Michigan State Board of Health, referred to a case in the Michigan Health Reports, where scarlet-fever was transmitted from one family to another by a book; and also to a case where it was transmitted by a letter.

Dr. Charles F. Folsom, Sec'y of the Mass. State Board of Health, says he can recall no instance of scarlet-fever traced to books from a circulating library, but has the impression that such cases have been reported. It is easy to see that books might readily become infected and convey the disease to the next household using them.

Dr. Erwin M. Snow, Sup't of Health, Providence, R. I., has no facts on the subject. There can be no doubt that books might become infected and very dangerous agents of spreading disease. Cases would be rare where persons in that state would wish to, or be allowed to, use books; yet care should be taken that books from a library should not go into such houses. He does not believe that the danger of propagating disease by books is great.

Dr. Elisha Harris, of New York, ex-president of the Board of Health, said: "The possibility or even probability that, under exceptional conditions, diseases may be communicated by books renders the inquiry of the committee pertinent, and worthy of an answer. The risks are comparatively small, no doubt." To defend the great libraries and their readers, he suggests that "the books and shelves be treated with the best insecticide and germicide powder, namely, calcimined borax and salicylic acid applied with a dry cotton-faced brush."

Dr. N. S. Davis, of Chicago, said no facts on the subject have come under his observation creating even a suspicion that a contagious or infectious disease had been propagated by books from a circulating library. Unless a book was actually handled by a person with the small-pox he does not think there would be any danger. From the nature of the circumstances such a case is not likely to happen.

Dr. C. B. White, of the New Orleans Sanitary Association, knows no facts tending to show the propagation of contagious diseases by library books. It would probably occur only in cases of disease, such as small-pox, where the poison is known to be exceedingly energetic and tenacious of life.

Dr. Billings, of Washington, already quoted, says he is of the opinion that the books of a circulating library may be instrumental in the propagation of contagious diseases, especially scarlet-fever.

Dr. Oscar De Wolf, Health Commissioner of Chicago, said he had never been able to trace any case of scarlet-fever or small-pox to books as carriers of the contagion; but thinks the possibility of such transmission has been undisputably proved by others. He refers to the essay on Scarlatina, by Professor Louis Thomas, in Ziemssen's "Cyclopædia of the Practice of Medicine," who said: "The cause of scarlatina is a peculiar substance which is transferable from the patient to the unaffected individual. The shortest contact with the contagious atmosphere of the sick-room may suffice for the infection. The view that scarlatina can be transmitted to unaffected individuals through the medium of substances which have remained in the morbid atmosphere, is undisputably proved by numerous examples." Dr. De Wolf recommends that no books be loaned to houses which are reported by his office as having contagious diseases. Drs. Johnson, Billings, Snow and Schmitt make the same recommendation.

Dr. Robert N. Tooker, Professor of Sanitary Science in the Chicago Homœopathic College, said: "The means by which contagious diseases are transmitted is one of those questions upon which doctors proverbially differ. The germ theory is just now the dominant one, but it is not universally accepted. Granting it to be true, it does not follow that the germs are carried by books or letters. Cases of small-pox and scarlet-

fever are reported where the contagion was presumably carried in this manner; but the isolated cases which could not have originated by such transmission are so much larger as to leave the former cases in doubt. One is much more likely to meet the contagion on the street, on the cars, and in public assemblies, than on the shelves of the public library. During the last epidemic of yellow fever, thousands of letters were received in Chicago from the infected districts, and yet no case of yellow fever was developed here. The good work of the public library need not stop nor be interfered with through fear of spreading any of the infectious diseases. The probability or the possibility of its doing so is so extremely small as to be practically *nil.*"

Dr. Henry M. Lyman, of Chicago, Professor in Rush Medical College, wrote a satirical letter, treating the whole theory of the transmission of disease by books with ridicule. "Let us, by all means," he said, "have an official fumigator of libraries. A city as large as Chicago ought to have 15,000 sanitary policemen. It should be the duty of these inspectors to see that no one ever enters a house without disinfection. Physicians should be housed in jail, and make their visits under the eye of an assistant jailor, who should disinfect the doctor after each consultation or visit. Every child should be taken to school in a glass receiver, under the charge of a sanitary policeman. He should not be allowed to leave his cage, and should be supplied through the top of the receiver with fresh air properly warmed and carbolized, which should be discharged through the bottom of the receiver up through the roof of the schoolhouse. Letters should be left in the post-office for a week to be disinfected in a chamber heated to 240° F. People should call at the post-office themselves for their letters, for it is dangerous for postmen to be running about spreading disease. Every house should be placarded with a notice, warning every man against his fellow man. There is no telling how many lives of statesmen, orators and poets have been sacrificed by the neglect of these simple precautions."

From these extracts from our correspondence it is evident that the doctors know very little of facts relating to the subject, and that in their theories, they do not agree.

The librarians whom we addressed indulged in no specula-

tions, but treated directly the practical question, whether books circulating from libraries *do* actually transmit contagious diseases. If such a transmission of disease by books did occur, the employés of libraries who are continually handling these books would be the first to come under its influence. No employé of a library with which I have been connected ever had a contagious or even a cutaneous disease; and I never heard of such a case in any library. Librarians and their assistants are, I think, above the average of the community, a healthy and long-lived race. If they were in the focus of such malarial and poisonous influences as some of our medical correspondents imagine, such would not be the fact.

Mr. Winsor, our president, stated that, during his ten years' experience as librarian of the Boston Public Library, and since, he had never known or heard of an instance of the transmission of disease through a book circulated from the library. Among the hundreds of his employés constantly handling these books, there had never been, to his knowledge, a case of contagious disease. If there be a danger from handling library books, his experience warrants him in saying that it is *inappreciable*. During the small-pox epidemic, a few years ago, he, in consultation with the Board of Health, took such precautions as were practicable to prevent books from going into infected houses and being returned from them directly to the shelves. He says: "It is to my mind exceedingly questionable whether any contagion of disease was prevented. It may have been a wise thing to do in order to allay apprehension and protect the library from aspersion."

Mr. Wm. T. Peoples, Librarian of the New York Mercantile Library, said that he had never been able to obtain any facts bearing on the subject of inquiry, and had heard of no case of sickness caused by handling the books of his library. The subject had been talked about by the directors, and they had heard of their books being in hospitals and other places where infectious diseases existed. Such books he had taken the precaution to disinfect before they were replaced in the library.

Mr. John Edmands, Librarian of the Philadelphia Mercantile Library, said: "Touching the spread of disease through the circulation of books, I have heard nothing said in this city,

and I am sure there has been no general consideration of the question. My attention was called to it some time ago, when the small-pox was prevailing in this city. As no one of our twenty assistants during these months took the disease, and as we heard of no instance of the transmission of it, there would seem to be little cause for anxiety. Still, I think it would be well to refuse to allow books to go into houses in which there was any so-called contagious disease."

After the question had been started with us, we learned that it had previously been discussed in Milwaukee, and I wrote to Mr. Henry Baetz, the Librarian of the Public Library, for his statement, to which he replied as follows: "I am not aware of a single instance where it was claimed or intimated that the books of our library had been instrumental in carrying disease in the community, nor do I know that such a case has occurred anywhere. The question was once suggested at a meeting of the Board, but no action was taken in the matter. As a matter of precaution, however, I requested the Commissioner of Health to report to the Library all cases of contagious diseases; and this report has been regularly made, which has enabled us to withhold books from families in which such diseases prevailed."

This, in substance, is the testimony which the committee received, and it made upon our minds the impression that while there may be a possibility that contagious diseases may be transmitted by books of a circulating library, the real danger of such transmission is very small, or, as one of our correspondents expresses it, "inappreciable," and another *"nil."*

We thought, however, that a possible danger, even if it be small, should be guarded against by such provisions as are prudent and practicable; and we recommended to the Board to act under the advice of the Commissioner of Health, and adopt such regulations as he had suggested, namely: that he furnish to the Library, whenever he thinks proper, a list of the premises infected with contagious diseases and of their residents; that no books be loaned to such houses until they are reported by the health office to be free from contagious diseases, and that all books returned from such houses during this period be disinfected before they are replaced on the shelves of the library.

CONTAGIOUS DISEASE AND PUBLIC LIBRARIES

Actual experiences regarding contagious disease among borrowers from public libraries and the precautions adopted, are related in the following paper. It was read by the librarian of the Salem, Massachusetts, Public Library, Gardner M. Jones, at the San Francisco Conference of the A.L.A., October 14, 1891.

Gardner Maynard Jones was born June 27, 1850, and was graduated from the Dorchester, Massachusetts, High School in 1866. From 1867-1887 he worked in different book stores of Boston. In 1888 he attended the School of Library Economy of Columbia College. Since 1889 he has been the librarian of the Salem, Massachusetts, Public Library. He is the author of a "List of Subject Headings for use in Dictionary Catalogs" (1895) and has been a contributor to library periodicals.

Dr. W. F. Poole, at that time librarian of the Chicago Public Library, read a paper on this subject at the Boston Conference of the A. L. A. in 1879 [L. J. 4: 258-262], giving special attention to the opinions of medical men as to the danger of contagion.

In compiling the present report for the conference of 1891, I have approached the subject from the opposite side, that of the actual experiences of libraries, and precautions adopted. To get at the facts, I sent a circular containing 7 questions to 66 representative librarians of the United States, Canada, England and Scotland (52 American and 14 foreign), to which I have received 52 replies (43 American, 9 foreign). In 8 cases the librarians had no experience bearing on the subject or the replies were not in such form as to admit of tabulation, although I have sometimes made quotations from them.

The 44 other replies are summarized as follows:—

Have you any reason to think that disease has been carried by books delivered from your library?

Three do not answer; 39 say "No." The following extract from the reply of Mr. K. A. Linderfelt, Milwaukee Public Library, is an expression of the general tone of the replies: "For my own part, I do not believe that any serious danger of carrying contagion by means of library books exists, but there are in every community quite a number of persons who feel nervous on this subject, and for their sake it is well to take every reasonable precaution."

Mr. J. Schwartz, New York Apprentices' Library, says: "My opinion, founded on an experience of twenty-eight years, is that contagious diseases are not spread through the circulation of books from libraries. In my experience I never heard of any reader to whom a disease was communicated through a book loaned by the library. And while the attendants at the desks handled hundreds of thousands of books every year—which had been circulated among all parts of the city and suburbs—there has been only one case where any of the library employees was even sick of a contagious disease. This case occurred about 27 years ago, and from the circumstances attending it, could not have been contracted at the library."

Mrs. M. C. Norton, assistant librarian of the Minneapolis Public Library, says: "We have had but one case brought to our notice where it was claimed by the family that the poison was carried to them through books from the library, but that was mere conjecture."

Miss Ellen M. Coe, librarian of the New York Free Circulating Library, says: "The only case of infection known to us in the ten years since we opened our library is one where a somewhat alarming ulcerous skin disease attacked one of the librarians; this was plainly from the soiled book covers."

What means are adopted to prevent the spread of contagious diseases?

Have you any special arrangements with health officers?

The most general plan adopted is that mentioned by Dr. Poole at the close of his article [L. J. 4: 262] and which may be called "the Chicago plan."

This is as follows: The health officer notifies the library of all cases of contagious disease, and books are not loaned to residents in such houses until notice is received that all danger is passed. All books returned which have been exposed to in-

fection are disinfected or destroyed before they are replaced on the shelves of the library.

Twenty-three librarians report that this plan is regularly followed in their libraries. In one city, there being no efficient Board of Health, an arrangement has been made with the physicians to report direct to the library, and one library receives reports from either health officers or physicians. Another librarian says: "Health officers sometimes report." Seven depend on report from the book borrower. Eleven report no special arrangement, and one says: "When there is an epidemic we stop circulation." In several cases the regulations of the library contain a clause requiring notification from the reader. The following from the by-laws of the Chicago Public Library is a sample of such regulations: "It shall be the duty of all persons having the privileges of the library to notify the librarian of the existence of any contagious disease in their residences or families, and for failure to do so their privileges may be declared forfeited by the Board." One librarian, who followed "the Chicago plan" for three years, reports: "The conjunction of books and contagious disease happened so rarely, however, that the reports were finally discontinued."

In six cases special blanks used for notification have been sent to me, and some librarians speak of notices which are posted in the delivery room.

Do you disinfect books returned yourself, or is it done by the health authorities?

How is this done? By sulphur, hot air, or otherwise?

Twelve librarians report that disinfection is always done by the health officers, 10 that it is always done at the library, and 4 that it is done by either. Three simply report that it is done before the book is returned. At 2 libraries the book is destroyed and fine remitted, at 1 the book is not received and borrower is required to pay for it. At Bradford, England, the book is taken to the fever hospital for use there, the sanitary committee paying the value of the book.

The method of disinfection used is as follows: Sulphur fumes 13, hot air 5, sunlight 1, fresh air 1, vapor of carbolic acid in an air-proof oven heated to 100 or 120 degrees 1. At 9 libraries it is considered so difficult to disinfect thoroughly that

the books are destroyed by burning or otherwise. One librarian reports "Serious cases destroyed and mild disinfected."

Miss Coe says, "We also use a liquid disinfectant to sprinkle the paper removed from the books (covers), as it accumulates in some quantity before it can be removed. The floors of reading rooms and waiting rooms are sprinkled at least once a day. Disinfectant is used in the cleaning water and of course in all basins and closets constantly, also for the hand-bathing of the assistants."

Miss H. P. James, of the Osterhout Free Library, reports: "We disinfect books ourselves with sulphur. A large piece is put on a plate of tin, set on fire, the book is placed upright and open near it, and both are covered by a tight box for a day or two. The sulphur of course is consumed, but the perfume remains."

Mr. James Bain, jr., of the Toronto Public Library, where now the health officers destroy all books found in houses reported infected, says, "Have the whole question of disinfection under consideration."

What diseases are considered contagious in your city?

Thirteen do not answer this question. Many of the others only answer partially, giving a brief list, and adding "etc." This will account for the small numbers attached to such diseases as cholera, yellow fever, etc. Twenty-eight mention scarlet fever, 28 diphtheria, 27 small pox, 11 measles, 11 typhoid fever, 5 typhus fever, 3 membraneous croup, 3 scarlatina, 3 cholera, 2 chicken pox, 2 whooping cough, 1 each glanders, yellow fever, erysipelas, itch, pneumonia, rötheln, mumps, influenza. One says "all zymotic diseases." The English "Infectious disease (notification) act, 1889," under which the English libraries work, specifies a long list of diseases, including all fevers. A circular from the Bootle Free Public Library gives a list of fevers by name.

Have you any medical opinions to quote?

C: V. Chapin, M. D., Supt. of Health, Providence, R. I., writes to Mr. Foster as follows:—"In reply to your inquiry in regard to the Public Library and infectious diseases, I would say that I have never known, in my own experience, diseases to be transmitted by means of library books. Nevertheless there is no question that such is possible and is quite likely to

occur, if no precautions are taken. Certainly no books should be issued to a family in which there is a case of contagious disease, and none should be received from such a family until disinfected. How to disinfect is a problem which has not been satisfactorily solved. At present dry heat is the only agent that we can employ, and this often with the greatest care injures the books, if the disinfection be thorough. Disinfection by this agent can only be properly accomplished in an oven with a thermometer attached, and ought to be done by the sanitary authority."

Miss H. P. James says:—"The physicians thought it a good plan to be on the safe side, but I do not remember that any of them felt there was much danger of contagion from the books."

Mr. C: Evans, Public Library, Indianapolis, Ind., says:—"Physicians generally hold a different opinion from librarians, but I have never known one who could specify any particular case in support of his belief, either from books or from practical experience."

Miss A. L. Hayward, Public Library, Cambridge, Mass., says:—"Physicians have told us that scarlet fever is given by the particles of skin dropping from convalescent patients, and that therefore there was most danger of books giving this disease."

Mr. J. N. Larned, Buffalo Library, writes: "A few months ago our rule in this matter was called in question, and I procured the opinions of a dozen of the leading physicians of the city on the subject. Most of them sustained our action [stopping circulation and destruction of books returned], but they differed quite widely in their several estimates of the danger to be apprehended. Some thought disinfection sufficient; but those who evidently had studied the matter most carefully found the burning of the exposed books none too serious a precaution. We have no arrangement with the health authorities for having cases of contagious disease reported to us. I think we ought to have it, and we probably shall."

Dr. G: E. Wire, librarian of the Medical Dept. of the Newberry Library, says: "These diseases are not contagious at all periods of their existence, and in their worst stages there is no reading done by patients or attendants. Of course if you really go into extremes as do the bacteriologists, there

would be no chance for any one to live; germs would be all-powerful and everywhere. But the human race has survived thousands of years before disease germs were thought of and still survives, despite the germ theorists."

Dr. L. H. Steiner, Enoch Pratt Free Library, Baltimore, says: "The whole subject of disinfection is treated at length and in a very practical way, by writers in the Transactions of the American Public Health Association, to whose papers I would refer for further information."

The following is a bibliography of the subject so far as contained in English and American library publications. I have not been able to obtain access to the Transactions of the L. A. U. K. later than the sixth meeting.

Library journal, 2: 23-24. Brief discussion at New York conference.

4: 258-262. Dr. Poole's paper.

7: 234. Extract from report of Chicago Public Library. "During the recent severe scourge . . . no case of transmission of the disease was traced to a library book, and no suspicion was raised that it had occurred."

8: 336-7. By C: A. Cutter.

11: 123-4. Report of State Board of Health of Iowa that no case of conveyance of contagious disease by second-hand school books had been found.

11: 166-7. Persons imagine diseases of which they read.

13: 105-6. Description of oven and process of disinfection by means of carbolic acid used at Sheffield, England.

16: 80. A number of medical opinions.

Library chronicle, 5: 24. Methods of precaution adopted at Bradford, England.

Library, 1: 171. "The free library and its books are the last sources from which infection is to be feared." This statement is based on the strictness of the English laws regarding infectious diseases.

2: 442. At Derby, England, "a list of infected houses is supplied to the library weekly."

2: 443. At Plymouth, England, the lending department was closed for nearly six months during prevalence of a scarlet fever epidemic in 1889-90.

Greenwood, T: Public libraries, 3d ed., 1890, p. 493-5. Speaking of the carrying of disease by books he says:—"The statement is monstrously untrue, and invariably emanates from the avowed enemies of these institutions." He advocates precaution, prohibition of circulation, required notification, disinfection. Describes apparatus used at Dundee, Sheffield, and Preston, which is recommended as simplest and best. A sketch is given. It is a case of thin sheet iron, with perforated shelves. Compound sulphurous acid is burned in a small lamp.

The conclusion to be drawn from the authorities cited above, as well as the whole tone of the replies received, seems to be this:—No librarian actually knows of a case of contagious disease being carried by a book either to a reader or library attendant, that cited by Miss Coe alone excepted, and this is not a case of what is usually considered contagious disease. The medical authorities are divided in their opinions, but most of those consulted consider that the danger of contagion through books is slight.

What is our duty then as librarians, careful of the health of our readers? It seems to be this:—Prohibition of circulation to houses where contagious diseases exist, and either disinfection or destruction of books returned from such houses. For obtaining a list of infected houses the best method seems to be to request notification from the board of health or other health officers of the city or town, and in absence of such officers to make arrangements with physicians to send notice direct to the library. In either case the library would usually furnish addressed postal cards for such notification. As to whether books returned should be disinfected or destroyed, that can wisely be left to the opinion of the board of health or other competent local authority. Destruction is certainly the safer, because of the difficulty of opening a book so that the surface of every leaf shall be exposed to the disinfecting process. These precautions are recommended not because the danger is considered great, but to prevent all possible chance of contagion, and to allay the fears of unduly sensitive persons, of whom there are so many in every community.

STERILIZATION OF BOOKS BY FORMALIN VAPOR

The author of this paper, a practicing physician, believes that book-disinfection is a part of the subject of preventive medicine. He had conducted experiments with the effects of formalin vapor on books that had been exposed to contagious disease germs, and the results of these experiments are embodied in the following paper prepared for the Boston and Magnolia Conference of the A.L.A. in June, 1902.

At this time Dr. Andrew F. Currier was a trustee of the Mt. Vernon, New York, Public Library.

Andrew Fay Currier is a practicing physician of Mt. Vernon, New York. He is the associate editor of Foster's *Encyclopedic Dictionary* and a contributor to *Reference Handbook of the Medical Sciences* and the *Encyclopedia Americana.* He was "health editor" of the *New York Globe* until its consolidation with the *New York Evening Sun.* His *How to Keep Well* appeared in 1924. Dr. Currier had been a member of the New York Library Club and president of the board of trustees of the Mt. Vernon, New York, Public Library.

As a result of careful investigation it appears that books may be the medium by which the germs of a disease may be transmitted. It is not uncommon for books to be used in the sick room by those who are unaware of the possibility that such germs become attached to them. Such carelessness and thoughtlessness are too frequent to excite any feeling of surprise. Very often the books are obtained from a circulating library and when returned to the library it is quite possible for them to be quickly transferred to other individuals and thus to carry the germs of disease with them.

The subject therefore becomes one of practical importance and it was the consideration of these facts which induced me to investigate with the view of finding, if possible, a remedy for the evil. Germs, it is evident, may adhere more or less firmly to different parts of books because of their peculiarities and because they have been found free in the atmosphere. It may also be assumed that they will be more abundant upon the covers and edges than within the interior of books. In the investigations which were made they were actually found in abundance in the books which were used for experimentation, these books having been circulated by the Mount Vernon Public Library. It should be added however that of those which were thus found all were shown by cultivation to be of harmless varieties. A suitable agent for the destruction of germs both harmless and noxious which at the same time would not be injurious to the binding, paper, or text of the books was found in formalin gas. Its use for the disinfection of books was recommended by Billings in 1896 and a series of experiments to demonstrate its value was conducted by Horton at the laboratory of hygiene of the University of Pennsylvania, of which Dr. Billings was then the director. (*See Medical News,* Aug. 8, 1896; L. J., 22: 388, 756.)

In an article on the disinfection of books by the vapor of formalin in the Library Journal for August, 1897, p. 388, it is stated that Du Cazal and Catrin found as the result of their experiments that books could serve as vehicles of contagion. Their experiments gave positive results for the bacillus of diphtheria, streptococcus, and the pneumococcus, and negative results for the bacillus of tuberculosis and typhoid fever. Their methods were impracticable inasmuch as bound volumes and board covers were injured by the process of sterilization which they adopted. Other experiments were made by Miquel and by Van Ermengen and Sugg, who found the sterilization of books difficult but possible with formalin in a temperature of 60° C. after 24 hours exposure. Horton's experiments were at a temperature of 19 to 31° C. the books used for the purpose containing enclosed sheets first sterilized and then infected with a 24 hour bouillon culture of *Bacillus typhi abdomindis, Bacillus diphtheriae,* and *staphylococcus pyogenes aureus.* The books were placed under a bell jar in which was a glass dish con-

taining formalin which was evaporated and the books submitted to its influence from 15 minutes to 24 hours. It was found that one cubic centimeter of formalin in 300 cubic centimeters of air would disinfect a book in 15 minutes. If the exposure of the book were prolonged for one hour or even for 24 hours complete sterilization was not obtained if air were admitted, so that the ratio should stand one cubic centimeter of formalin to 375 cubic centimeters of air. Books have also been effectively sterilized with formalin gas by the New York Board of Health under the direction of Dr. W. H. Park (Report on the use of formaldehyde as a disinfectant by William H. Park, M.D., and Arthur R. Guerard, M.D.) but the apparatus used was on too expensive and elaborate a scale for library use.

The apparatus in the various series of experiments to which reference has been made was merely intended to test the applicability of formalin gas for a specific purpose. It therefore became necessary to devise a suitable apparatus for library use and to institute a sufficient number of experiments to determine its efficiency, and this is the work which has been accomplished. The substance chosen for the generation of the formalin gas was a mixture containing

1000	parts	formaldehyde
200	"	water
200	"	chloride of calcium
200	"	glycerine.

A steel cabinet 59¾ inches high, 42 inches wide, and 17 inches deep, with heavy glass doors clamped at top, bottom and middle was carefully constructed. On its floor was a depression or pan 15 inches long, 12 inches wide and two inches deep, with a perforated cover, into which the unused formalin vapor would settle when precipitated, being drawn off through a tube leading from its lowest part. Two small steel tubes were fitted into the lower portion of the right side of the cabinet, one end of each tube projecting within and the other without for about two inches. To each of these ends was attached a piece of stout rubber tubing, those within the cabinet terminating in the pan on the cabinet floor, and those without being attached—one to the generator of formalin and the other to a generator of ammonia, the purpose of which is to be mentioned hereafter.

These generators are of copper 20 inches high and consist of a bowl or receptacle at the top with a suitable fitting to which is attached the rubber tubing which proceeds from the cabinet. Beneath the bowl is a space for the insertion of a Bunsen burner. The sides of the cabinet are provided with brackets at suitable intervals upon which rest trays three inches deep, made of thin steel strips crossing each other at right angles and with openings between the strips sufficiently large for the free passage of the gas or vapor from the bottom of the cabinet to the top. The cabinet is also provided with a series of adjustable rods attached horizontally upon which books may be hung, if this were desired or found necessary. It has a capacity of 200 to 250 duodecimo volumes according as they are packed together more or less closely. The less closely they are packed the more freely the gas can permeate all portions of them.

The books are collected in the trays after their return to the library by those who have been using them, *placed on end and not upon the side,* and the trays placed in the cabinet the temperature of which is that of the surrounding atmosphere. No attempt is made to produce a vacuum, or in any way submit the gas which is to be introduced to other than the ordinary conditions of temperature and pressure. When the doors of the cabinet are bolted it is practically air tight. The Bunsen burner having been lighted the boiling point of the mixture contained in the generator is reached in three or four minutes, and the formalin gas or vapor then passes out through the rubber tubing into the cabinet. The evaporation process is continued about 15 minutes or until six ounces of the mixture, of which the formula was given, are evaporated. In the Mount Vernon Library this operation is conducted in the latter part of the afternoon, the cabinet then remaining closed until the following morning. At that time the Bunsen burner is lighted under the second generator and a mixture of one ounce of ammonia and five ounces of water evaporated, the vapor being introduced into the cabinet through the proper tubing. The ammonia vapor mingles in the cabinet with the formalin which has not been absorbed by the books or has not condensed at the pan in the cabinet floor and produces a chemical combination which is not irritating to the eyes or the respiratory organs,

as is the formalin alone. After the gases have mingled for half an hour the cabinet is opened and the books are returned to their places on the library shelves. The formalin odor very quickly disappears from the books and neither the bindings, paper, nor text are in the least injured. The bright red bindings are said to be discolored by the formalin but this has not yet been observed in our work. Many persons have objected to the use of books in public libraries on the ground that disease might thus be introduced into their households. This objection is no longer tenable if the books have been subjected to the sterilizing process which has been described. It has also been a frequent experience with us that books have been returned to the library with direct or indirect information that they have been in houses in which infectious disease was present. Such books have heretofore been destroyed and ought always to be unless it is known that they have been effectually sterilized. The actual loss from this necessary destruction amounts to a considerable sum in the course of a year. This amount is now saved by means of the sterilizing apparatus.

The same necessity which calls for the sterilization of books also demands the sterilization of paper money and of many other articles in common use, which may have been exposed to the action of infectious germs. The principle is such an important one that there is scarcely any one to whom it is not a matter of personal concern. It may be interesting to give, in conclusion, the report of one of the experiments which were made for the purpose of testing the efficacy of the apparatus which has been described:

EXPERIMENT ON STERILIZATION OF BOOKS
Jan. 28, 1902

The experiment was carried on in an air tight chest and the vapor derived from commercial 40° formaldehyde by means of an ordinary generator.

The gas was admitted from below, and allowed to diffuse itself through the chest.

A six hour exposure to the vapor was suggested, and since this length of time would mean in practice only one sterilization a day, it was thought that the chest might just as well remain closed through the night. The vapor was therefore generated

at about 2 p. m. and the chest not opened until the following day at 11 a. m. at which time the vapor was still quite strong.

Under these circumstances the sterilization appears to have been effective, even the resistant anthrax spores having been killed, except in one book. An interesting point is brought out here, since this particular book fell over accidentally at the beginning of the experiment and so remained closed. The only other organism that survived to any extent was the staphylococcus pyogenes aureus in two books out of five. In these two books the center of the page was smeared, and the margins in the other three.

Some of the plates which were otherwise sterile showed a few colonies of moulds, and these probably pre-existed in the books in the form of spores. Mould spores are particularly resistant to disinfectants.

The methods were as follows:

24 hour old cultures of the various organisms in broth were taken and smeared over the pages with a cotton swab. Some of these were taken on Jan. 25, three days before the experiment, and others on the morning of the experiment.

After drying the books were closed and sterilized. Before sterilizing some controls were taken by cutting one-half square inch out of the infected page. These pieces were kept till the next day and then treated in the same way as the sterilized pieces.

After sterilization one-half square inch was cut from each infected page dropped into a tube containing 5 c. c. of broth and allowed to remain there an hour with occasional stirring.

At the end of an hour the broth was decanted into a tube containing 5 c. c. of 20% gelatine previously melted, poured into a Petri dish and allowed to set. The plates were examined each day and results recorded.

Most of the plates were still sterile on the fifth day, and the question then arose: Were the bacteria actually killed or possibly only inhibited from growing by traces of formalin carried over from the paper? In order to test this the gelatine in those plates which showed no growth was melted by a gentle heat and then exposed to the air for 20 minutes. In three days the plates showed numerous cultures of air bacteria, but not of those with which the books had been infected, except for a

few colonies on two plates of the coli communis series. This showed that with the exception of these two plates the bacteria had been actually killed and not merely inhibited in their growth.

In the chest were six shelves of which the three upper and two lower ones were tested: one of each organism on each shelf, and one of the books with smeared saliva. The books were partially opened and set up on end.

In conclusion it may be said that the test was effective, and shows that micro-organisms can be destroyed in books by prolonged exposure to formaldehyde gas.

LIBRARY PUBLICITY

Closely akin to free access as a means of bringing a library and the public together is the employment of effective means to secure publicity. Since the public library is an institution for the education and the recreation of all classes in the community, the public must be made more familiar with what the library has to offer. The local newspapers are an effective means of informing all citizens of the library's existence, location, resources and aims, and of the fact that it is tax-supported and free to all. Bulletin boards with attractive notices of new books, guides to reading on current topics, illustrated book posters and covers, announcements, have all been used in securing public attention. Talks and addresses before schools, clubs and various associations by librarians and other members of the library staff are part of the regular program in many libraries.

The public has been made to realize and feel that the library belongs to them and not to the board or the librarian.

PRINTED LISTS OF BOOKS

If no books were added to the collection of a circulating library, it would be easy to keep the public informed, but constant growth is necessary to maintain the usefulness of such a library. To keep printed lists up-to-date with this increase, is a problem answered by different libraries in different ways. After a collection of books has been formed and prepared for circulation, it is necessary to consider the question of a printed list for the information and convenience of readers, which may be purchased and used for reference at home.

The following paper on the subject of printed lists, by Kate M. Henneberry of the Chicago Public Library, appeared in the *Library Journal* for 1894.

After a collection of books has been formed and prepared for circulation, it is necessary to consider the question of a printed list for the information and convenience of readers, that may be consulted at the library or purchased and used for reference at home. If no books were to be added to the collection in the future the solution of this question would be easy, and the printing of the catalog and the preparation of the books for circulation could be carried on at almost an even pace. But a circulating library in order to maintain its usefulness requires constant growth, and to keep the printed list "up to date" with this increase is still a problem answered by different libraries in various ways.

A classified finding-list seems to find favor in circulating libraries and is in use in the Cincinnati, Minneapolis, Milwaukee, Enoch Pratt, Newark, and Omaha libraries, and in many others. It is also the principal printed list of the Chicago Public Library, and it seemed to me that a consideration of the details of its preparation and printing might prove of interest.

After a book has been cataloged it is entered in the shelf-list and this shelf number is given the book and catalog cards;

the cards are then copied for the printed list before their distribution in the card catalog. The title to be printed is made as brief as possible, the object being to have each title occupy but one printed line wherever possible to do so and preserve the meaning.

After all titles have been classified each subject is arranged alphabetically according to author and pasted on sheets of manilla paper. This copy is sent to the printer, who returns a first proof, or galley proof, for correction, with the copy. This galley proof is carefully compared with the copy and all corrections are noted on the margin. It is then sent back to the printer, who corrects all errors and divides the galleys up into page proofs, two columns on a page. These page proofs are again scrutinized to see that all errors have been corrected, and also to see that no more have been made, especially at the top and bottom of each column or page, where the letters or figures are apt to drop out, and, when noticed, to be replaced by the compositor where they seem to fit in best, regardless of where they belong.

These pages of type are then sent to the foundry, where they are electrotyped, and the electrotyped plates then become the property of the library. If an error has been discovered after the plates have been made it may still be corrected by cutting out the part in which the error occurs and inserting type in the place, if the correction occupies exactly the same space. These plates are stored in boxes in the library, one page following another in numerical order until all have been delivered, when they are sent to the printing office whenever a new edition is to be struck off. As there is a great expense involved in the preparation of these plates and the printing, it becomes almost a necessity to print as many editions from them as there is demand for.

Various expedients are resorted to in order to supplement this list with the new additions to the library before there is imperative need of a revision, which relegates the plates to old metal. Where current American books are purchased at certain stated periods, the titles of these may appear from time to time in the form of a typewritten list posted in a conspicuous place in the library. But one list must soon be superseded by another, and in this way each can appear for but a limited time

and meet the eye of but a certain number. In the Chicago Public Library, where upwards of 3000 new titles in the English language are added each year, besides these typewritten lists, bulletins of about 800 titles each are printed quarterly, supplying in printed form the titles of all new books within a reasonable time after publication. These quarterly bulletins are arranged in an alphabetical list according to authors. Fuller titles are given than in the classified finding-list, and the imprint of each work is added, so that a given number of books listed in a bulletin occupies about twice as much space as the same number in the finding-list. A bulletin contains 16 pages, which are printed from type, not electrotyped. They are sold at the nominal price of three cents. It is a well-established fact that the purchase of a list, however trifling may be the sum paid for it, insures its use and preservation much better than if it be distributed gratuitously.

These typewritten lists and bulletins serve to answer many questions about new books which have been reviewed in the newspapers and periodicals. It is a surprising fact that persons of limited education and apparently little taste for reading, as soon as they begin to draw books from a library will become interested in articles relating to books and authors, and will read book reviews in the newspapers, which had no meaning for them before they began reading in the library.

After each bulletin has been printed it is necessary to take every title and classify it according to its subject for the finding-list. As one bulletin after another is treated in this manner, the library always contains a classified list of its printed titles ready for printing in the finding-list. From time to time these subjects are typewritten and bound in a volume and used for reference in the library.

This library, now in its twentieth year, has found its list of titles so large that the seventh edition of its finding-list has been issued in parts, viz.: History and biography; Voyages, geography, and travels; Poetry, drama, and miscellanies; Language, literature, and bibliography; Arts and sciences; Political and social science; Philosophy and religion. These parts, however, are paged consecutively, and may be bound in one volume when the list is completed.

This classified finding-list does not include, however, Eng-

lish prose fiction or books in foreign languages. The English prose fiction list is arranged in one alphabetical list of authors and titles. Books in foreign languages are arranged in an alphabetical author-list, each language being issued and sold in a separate part. As foreign books are imported in large orders, and a considerable space of time elapses between orders, the foreign lists are printed almost as soon as the books are ready for the shelves. The library contains books and printed lists in the following languages: German, Dutch, French, Italian, Spanish, Scandinavian (Danish-Norwegian and Swedish), Polish, Bohemian, and Russian. The Polish, Bohemian, and Russian lists are printed by firms of each of those nationalities, but in the case of all other foreign languages the work is done by the same house which prints the finding-list. They are all in the English text with the exception of the Russian.

After all that can be done by means of supplements and bulletins to bring the titles of new works before the readers, the question of providing a single printed list containing all the books in the library is still unsolved. It has been suggested that the pages remain standing in type, and that additions be made to them, annually or semi-annually; but as this would necessitate a change in every plate it would require a great amount of space, and there would be danger of type becoming misplaced by the unlocking of the form.

The linotype does away with the disarrangement of the type, and is said to have been used successfully in small libraries. If it is equally practical for large libraries it will be an unqualified boon, and is what has been most earnestly desired by librarians and readers to keep up the printed list, so that a reference may be made to but one list to see if the book sought for is in the library.

PERIODICAL LIBRARY BULLETINS

The following report is a written presentation, by librarians of various large libraries, of experiences and opinions connected with the publication of library bulletins. The principal points considered are their cost, frequency of publication, the expediency of annotation, the admission of advertisements, free distribution or sale and value to the public. This matter was under discussion at the Lake Placid Conference of the A.L.A. in September, 1894.

The libraries represented are the Jersey City Free Library, the Mercantile Library of Philadelphia and the public libraries of Hartford, Connecticut, Denver, Cleveland, and Salem, Massachusetts.

PERIODICAL LIBRARY BULLETINS

By Gardner Maynard Jones, Librarian,
Salem Public Library

Size and cost. The bulletin of the Salem Public Library is published monthly. Each number contains 8 pages, 25 x 17.5 cm. (9⅞ x 6⅞ in.); type 20.5 x 13.2 cm. (8 x 5¼ in.). The contents are an editorial (about one page) in long primer, and lists of new books and reading lists (6½p.) in brevier, with notes in nonpareil. The leading word of each title (generally author's surname) and call-mark are in antique. Type is set solid, without indentation, as in the later issues of the Boston Public Library Bulletin. It would be better to indent all but the first line, as titles would stand out more clearly, and practically no space would be lost.

We formerly printed 2,000 copies monthly at a cost of $34.84. Beginning with volume 2 the number was reduced to 1,500 at a contract price of $31.14, with a deduction of $2.00 per day for each day's delay beyond 12 working days.

Frequency. Monthly. This seems best in a library adding 2,000 to 3,000 volumes a year.

Annotation is very desirable, as frequently a book's title does not show its character. It also serves to call attention to books of local or timely interest.

Advertisements should be excluded if funds allow. Many merchants never advertise anything outside their own business, and the library should follow the same rule. Its dignity and self-respect demand this.

Free distribution or sale. Free by all means. This is the only way to get it into the hands of all readers. 1,200 copies answer the ordinary demands in our city of 30,000 inhabitants and a home circulation of over 100,000 volumes. It might be well to fix a mailing price for copies sent by mail.

Value to the public. A list which can be used at home leads to a more careful selection of books. A bulletin also gives opportunity for the publication of lists on subjects which are, or should be, of special interest to the public. The statistics of circulation may not indicate that much use is made of such lists, but they serve as a running advertisement of the educational intent of the library.

Regularity, promptness, and uniformity are as desirable in a library bulletin as in any other periodical. A failure in either of these points indicates either a lack of funds or of consistent purpose in the management of the library.

BY GEORGE WATSON COLE, LIBRARIAN, JERSEY CITY FREE PUBLIC LIBRARY

No public library that endeavors to keep up with the times can hope to succeed without furnishing its readers with information as to its most recent accessions. This may be done in several ways: by posting lists of new books; by a card-catalogue for the public; or by printed lists. The disadvantage of the first two methods lies in the fact that the readers must come to the library to consult them, whereas, printed lists can

be carried away and consulted at all times and anywhere outside the library. It is safe then to say that the printed list or bulletin supplies information to a greater number of people, with less inconvenience, and at a smaller cost, than can be done by any other means. It is presumed that as fast as new books are added to the library and catalogued they are put upon inspection shelves where the public can examine and handle them, under proper supervision, and that they are kept there until a bulletin is issued, or until they are crowded out by still newer books. This, in a measure, does away with the necessity of posting lists or of a public card-catalogue, which at best are but substitutes for the books themselves.

In taking up the order of topics laid down for the discussion of this subject, we come first to their cost. It has been the policy of the Jersey City Free Public Library to issue its "Library Record" without expense to the library. In order to do this it has started out with the assumption that such a publication furnishes one of the best possible means for advertising to be found in the community; for, unlike daily papers and other periodicals, which are read and then thrown away, this is preserved month after month for reference. We have therefore tried the plan of going to the printer or publisher and interesting him in the matter, by showing him the excellence of the sheet as an advertising medium, and engaging him to undertake its publication; it being understood that he is to have all he can make, over and above the cost of production, from the amount paid him for advertisements. After several unsuccessful efforts, we have at last found an enterprising printer who is making it pay for itself and still give him some small profit for his labors.

Before the outside cover was added to the "Library Record," the printers estimated that it cost them about $45.00 for an issue of 3,500 copies. It contained 8 pages of 3 columns each, measuring 10 x 8 inches excluding the running title. Our proposition to the printer was to reserve 12 columns of the inside, including the entire first page, for the use of the library; allowing him to use all the rest for advertising purposes. We supply reading-matter for any space which he is unable to fill with advertisements.

One of our former printers has given the following esti-

mate of actual cost in getting up the sheet as at present issued:—

ESTIMATED ACTUAL COST TO PRINTER FOR AN EDITION OF 3,500 COPIES.

Stock—1.	Cover, 48-lb. stock.	$10.00
2.	Paper (inside) 60-lb. stock, supercalendered, machine finished.	12.60
Composition—1.	Catalogue and reading-matter. 12 columns brevier (including 1st page) of 2,500 ems to column.	12.00
2.	Advertising matter, 24 columns, (½ inside and 4 pages of cover).	24.00
Press Work—1.	Corrections, making ready for press, and locking up	4.00
2.	Press work.	5.00
Binding—Folding, binding with wire. and trimming. .		3.50
	Total,	$71.10

Item No. 2 of "Composition" appears to me to require some explanation; as it is here given the printer's figures may be misleading. Matter supplied in stereotypes, as well as advertisements kept standing from month to month, and those leaving much blank space, or fat, as the printers call it, would all tend to lower these figures. The estimate, on the whole, I consider a fair one.

If the library expects to secure its own advertisements, and receive pay for them, an additional amount of $10 or $15 should be added to these figures for a reasonable profit to the printer. The estimate of printers will, of course, vary somewhat according to locality, competition, and capacity for turning out work. So much then in explanation of the expense connected with such a publication for those who have the problem yet to face.

As to the frequency of appearance, it would seem that once a month is about a reasonable term. The Boston Public Library last year tried the experiment of issuing a weekly bulletin of additions, but after a year's experience, has given it up. No other library, to my knowledge, has attempted a weekly bulletin. The Mercantile Library of Philadelphia, the Public Libraries of Milwaukee, Cincinnati, and Boston, and the libraries of Harvard and Cornell Universities all issue quarterly bulletins. The Public Libraries of Newark, Springfield, Wilkes

Barré, Cleveland, and Jersey City, and a few others, issue monthly bulletins. The weekly period seems too short for most libraries to make up a list of respectable size, and in three months matter for too large a list is apt to accumulate; so that, upon the whole, the monthly bulletin seems to be a happy solution of the difficulty.

The disadvantage of numerous alphabets, which is necessarily incident to periodical bulletins, is admirably solved by the Cincinnati and Milwaukee public libraries, where, at the end of one or two years, respectively, the bound volumes are provided with an alphabetical index to their contents.

There is no question as to the usefulness of annotations, if properly made, but as to their expediency, especially in a class of work which is necessarily so ephemeral in its character as the library bulletin, I have grave doubts. The bulletin at frequent intervals must be supplemented by a catalog or a supplement to it. Again, annotations to be of the highest value, should be very carefully prepared, and this requires more time than the ever-busy librarian can give to the work, especially when a bulletin must be put through the printer's hands every month. As a matter of expense, and in the interest of careful and valuable work in this line, I should say 'don't' throw your annotations away on the bulletin, but reserve them for the catalog.

The question of admission of advertisements has been fully taken into consideration as far as our own practice in Jersey City is concerned, so that but a word further need be said. I should draw the line every time at the bulletin, saying "thus far and no farther."

As to free distribution, that question is also settled, for us, by our method of getting our "Library Record" printed. Even if we had to pay for its printing, I believe it would be politic to give it out freely to all patrons of the library. I cannot see how an equal amount of money can be better spent in popularizing the library, than in the free distribution of its lists of new books.

Before closing I wish to say a word upon a point not down in the list of suggestive topics which have been given for our guidance in the discussion of this subject. It is one which, I hope, will give rise to a thorough discussion. I refer to the admission of such periodical publications of libraries as second-

class mail-matter in the United States mails. I have made two applications to the post-office authorities to get our "Library Record" entered as second-class matter, and the application has, in each case, been rejected. It is a positive disgrace that libraries cannot send these publications to other libraries upon their exchange lists, as well as to others, without being compelled to pay for them as third-rate matter. I should like to know how many of the libraries here represented, that issue periodical publications of this nature, have made application to have them carried at pound rates and with what success. I can see no good reason for excluding this class of publications from the mail as second-class matter, especially when publishers are permitted to enter their paper-bound novels, issued in series, in this class. I should much like to see some resolution, favoring the entry of all library periodical bulletins as second-class mail-matter, passed before the adjournment of this Conference.

BY CAROLINE M. HEWINS, LIBRARIAN, HARTFORD PUBLIC LIBRARY

The Hartford Library Association, stimulated by accounts of advertising bulletins in the *Library Journal* and other periodicals, began to publish a 12mo quarterly in December, 1878. The advertisements were solicited by members of the Board of Directors, and the receipts the first year were $104.12, and the second $156.40, which a little more than paid expenses. At the end of the second year, the Board decided that the time spent in seeking advertisements was worth more than the money received for them, and the expenses of the bulletin were paid out of the library receipts until 1887, when we began to charge ten cents a number, or twenty-five cents a year. The bulletin was printed by the same firm who bound books for the library, and there is no separate record of its cost in our printed reports. In 1887, the receipts, at ten cents a number, or twenty-five cents a year, were $26.75; in 1889, $14.10; in 1890, $35.33; in 1891, $25.89. Since opening the Hartford Public Library two years ago we have received a little more than $300, and our expenses have been about $100 more than that. We have therefore made no money on our bulletins.

We have usually printed them once in three months, but have sometimes "doubled up" numbers, and have always kept

the 12mo form with which we began, instead of the monthly 4to which has been adopted by many libraries. At one time we investigated the cost of manilla paper, but found the difference in cost so slight that we never used it.

We have always annotated our bulletins freely, and in almost every number have shown the public the resources of the library on some special subject. From 1878 to 1889 we printed notes on Art, Africa, Summer books, French and German books, English language, Children's vacation, United States government, Christmas holidays, Going abroad, Longfellow, English and American history for children, English literature, 1700-1750 (suggested by a course of lectures), House-building and house-furnishing, Music, Architecture, Anatomy, physiology and hygiene (to illustrate "First aid to the injured" lectures), Mythology and folklore, History of Greece and Rome for boys and girls, French and English history, 1600-1800, India, Electricity, Education, Italy, Russia, Sociology, Spain, How to find quotations, Connecticut, Cookery and housekeeping, Books for teachers of geography, and Plays, charades and tableaux for home acting.

In January, 1890, we began to print an author-list of novels, in four numbers, with notes on those illustrating history or life in different countries. This list was sold out soon after we became a free library, and we reprinted it in one twenty-five cent number, in the spring of 1893, after suspending the publication of the bulletin for a year. It has been continued irregularly since then, one of the numbers containing in addition to new books, a list of all in the library upon science and useful arts, except those so old as to be useless to general readers; others, all our books on education and fine arts. We have printed in every number the percentage of different classes of books circulated, and other items of library news, given tables of contents, and paid especial attention to suggesting books leading out from or connected with our new ones, histories and biographies for verifying historical novels, etc.

When we opened the Hartford Public Library we printed a classified and annotated list of books for boys and girls, which we sold for five cents, about half its cost. The edition of a thousand copies was soon exhausted, and we have printed a revised and enlarged one.

One argument in favor of printing a monthly or quarterly bulletin is that it prevents the public from demanding a full and expensive printed catalog. At a fair estimate, three-fourths of the readers who depend on a public library care for nothing but novels, and the simpler a list can be made, the better they like it. We do not even print book-numbers in our novel-list, and require only authors and titles to be written on the call-slips, as all our novels in English, whether translated or not, are arranged alphabetically under authors with the Cutter numbers.

A second plea is that a bulletin keeps the public informed as to new books much better than a card catalog with manuscript or typewritten lists posted in the library. It is a medium for conveying knowledge of current books to readers, who are much more willing to study a pamphlet at home than to search for and copy titles in a card-catalog.

Every number of a bulletin can be made to show the resources of the library on some special topic. It can direct attention to the best new books, and suggest for children's reading many things not written especially for them. If a printing or publishing firm will take it in hand as a business venture, it often adds materially to the funds of the library; but if it has no advertisements it must be sold at a price far below cost in order to attract buyers, as in the Boston Public Library. I am in favor of a merely nominal sum, say five cents a number, unless a library has to choose between spending money for printing or books. In that case, the advertising bulletin should be adopted.

BY JOHN EDMANDS, LIBRARIAN, MERCANTILE LIBRARY OF PHILADELPHIA

For some years it was the practice in the Mercantile Library of Philadelphia to insert, once a week, in a daily paper, a list of the principal additions to the library, with an occasional article of special interest to readers. These lists did not seem to attract much attention, and apparently did but little good; their cost was about $200 a year.

In October, 1882, we began the issue of a quarterly bulletin as a substitute for the weekly lists. This bulletin has been con-

tinued to the present time. The number of pages has ranged from sixteen to twenty. The cost is about $225 a year. For several years the numbers were sold at 5 cents each, and mailed to subscribers at 20 cents a year. The number of regular subscribers ranged from fifty to one hundred, in addition to those sold singly at the desk. We sent copies without charge to about seventy-five libraries. Since January, 1892, the bulletin has been distributed to members of the library without charge.

The bulletin contains a brief title, with imprint, of nearly all the books added to the library (including continuations), and with the shelf-marks appended. The titles, by authors only, are arranged alphabetically under the twenty-two main classes of the library. Of many books the contents are given. In many cases selected and original notes are inserted, to explain the scope or the purpose of the book, or to give some intimation of its merit.

A considerable space in each number has been taken up with some special article. There have been Reading Notes, or prepared lists, on Spencer, Webster, Luther, Göthe, Wycliffe, and Columbus; and on Education, Indexes, Catacombs, Electricity, Music, Currency and Finance, Income Tax, and Hawaii. The bibliographies of Dies Iræ and of Junius, are the fullest that have appeared in print. The list of Historical Novels, which was continued through seventeen numbers, from 1885 to 1889, was the most extended that had been printed up to that time.

The considerable time required for the preparation of those notes and those special articles is believed to have been well spent. A library is a great possibility for good. In order that it may actually *be* the good that is possible, there is need, besides a live librarian, of some printed guide or introduction to its contents. In view of the impossibility of having an up-to-date catalog of a growing library, some means of giving information as to new accessions, and as to special treasures, like the modern bulletin seems imperative.

At one time our Board entertained a proposition made by an outsider for the insertion of advertisements interleaved in our bulletin, with the view of lessening the cost. The scheme did not materialize, and the Board has not thought fit to enter into the plan. It seems to me they have taken the right view of the matter.

BY J. C. DANA, LIBRARIAN, DENVER PUBLIC LIBRARY

We have no printed finding-list except for fiction. In our bulletin we print from time to time lists of additions, lists on special subjects, and complete lists of one and another department. Several of these we sometimes reprint in a small pamphlet which we sell for 5c. The expense of our bulletin to the library is, perhaps, about what it would be if we printed each month a book-list, with no reading-matter.

The special lists, and the reading-matter about our library in particular, and about library work in general, and the continuance of something of the nature of a journal, are the results of considerations like these:

The journal itself advertises the library in the community and especially in the schools. It is possibly a little more attractive than a bare list would be. The special lists, over and above the occasional lists of additions, aid in making attractive other lines than fiction—and are especially useful in view of the fact that we have no complete printed catalog.

The library notes, the descriptions of library work, the suggestions about books and methods for village and school libraries aid, we think, in increasing library interest throughout the State. As yet there is no library commission in Colorado. The State Superintendent of Public Instruction has no funds or facilities for doing anything, of note, in the way of library propagandism. Denver is Colorado, to a considerable extent. The Public Library, in Denver, is the only library there which is just now in a condition to put forth either money or energy in spreading the faith.

It has seemed then, to us, very fitting that we should take this duty in small measure on ourselves. We send our bulletin each month to all high-school principals, librarians, and city and county superintendents throughout the State.

We do a good deal of missionary work in other ways, and it is impossible to say how much of the increase of interest in libraries throughout the state—and the increase has been very notable in the past few years—is due to the circulation of our bulletin. We think it justifies the outlay in money and time.

As I have intimated, the bulletin is not quite self-supporting.

The management of the business side of it is not in the library's hands. The labor connected with it—under this management—is not very great.

Under ordinary library conditions my experience would lead me to think that the best thing in the way of a bulletin would be a series of leaflets, preferably small, containing each a short list of additions or special books; annotated where possible, and so brief as not to confuse or discourage the humblest and most ignorant reader.

The bulletin of the Salem Public Library seems about the ideal thing.

BY WILLIAM H. BRETT, LIBRARIAN, CLEVELAND PUBLIC LIBRARY

In regard to the publication of library bulletins, the experience of the Cleveland Public Library is about as follows:

The library has not until recently attempted the publication of any regular bulletin or periodical. In January of the present year it began the issue of a monthly book-list, "The Open Shelf." The expense of publication is a serious objection. The cost of this, the page being about 2¾ by 6½ inches, is $75.00 for an edition of 2,000 copies of 48 pages with a cover (making 52 pages in all), or a little less than $1.50 per page.

As to the frequency of the publication, the librarian finds himself between the Scylla on the one hand, of having his bulletins issued long after many of the best books have been placed in the library, if he publish at too long intervals; and Charybdis on the other, of a rapidly accumulating pile of lists increasingly inconvenient to consult. The choice probably lies between a monthly and a quarterly issue. The Cleveland list is published each month, while an alphabetically arranged list of the books of the year is kept in a Rudolph Indexer book.

The value of annotations to the entries is not doubtful, and their admission can hardly be an open question except where the increased cost is too serious an objection. No part of our own bulletin has received so much favorable comment from our readers at home.

The question of admitting advertisements is a difficult one. On the one hand they materially lessen the cost of publication; on the other they introduce a business element foreign to the purpose of the publication and possibly distracting from it.

The plan now adopted in Cleveland, and which is a compromise, is to admit advertisements of books and of things pertaining to books and libraries, and no others. These may fairly be regarded as of interest in connection with the prime purpose of the publication. If a bulletin cannot be supported without the publication of the ruck of advertisements, possibly it had better be discontinued.

As to their distribution, the plan adopted in Cleveland is to sell them at one cent per copy in the library, on the theory that a thing which costs nothing is not appreciated nor taken care of. To those receiving them by mail a price is charged which covers cost of mailing.

The question of their value to the public is important. This consists principally in furnishing a list of additions to the library for the use of its readers, and also as forming a convenient medium for announcements and news of any kind in regard to the library. Our experience is so brief that it may be regarded as in the experimental stage.

There is a question which is really a part of the last; that is, the question of the right of the library to publish. To issue a periodical containing reading-matter and advertisements, as well as book-lists, is practically to go into the publishing business. The propriety of a library doing this depends entirely upon the purpose. If all other features are subordinated strictly to the purpose of rendering the library attractive and useful, there should be no question as to its propriety. If business purposes are allowed to control it, it is manifestly improper.

ADVERTISING A LIBRARY

In a paper presented at the Philadelphia Conference of the A.L.A., June 25, 1897, Miss Mary Emogene Hazeltine, at the time librarian of the James Prendergast Free Library, Jamestown, New York, stressed the importance of advertising a library. Various ways of spreading abroad the knowledge of the riches of libraries are discussed—chief among them being newspaper advertising, posters and cards in public places and mills, work for clubs and schools and personal work on the part of the librarian.

A biographical sketch of Miss Hazeltine, who is now the head of the Wisconsin Library School, appears in Volume 2 of this series.

During the Crimean war, a French soldier, dying, gave to the nurse who attended him a gift, something to be preserved as a memento, she thought. After the war she returned to France, carefully keeping the gift. Charmed with its singular beauty and fineness, as soon as she was able she had it framed and hung over the fireplace in her humble dwelling, that it might be constantly before her, something to enjoy, and for many years it cheered her. One day, some one entering her abode noticed the little ornament so honored in the cottage, and inquired concerning it. Then she did learn that the beautiful token was a note on the Bank of France of the highest denomination, and that during all her years of poverty and hardship she had been rich but had not known it.

The free libraries in our cities and towns adorn them, in truth, as the framed bank-note adorned the cottage of the French woman; but far too many in every community regard the library merely as a decoration, an ornament, a very proper and "nice" thing to have in the town, and fail entirely to understand that it is for their enrichment.

To spread abroad a knowledge of the riches of the library, helping the people to understand and appreciate that its wealth is for their use and profit and enjoyment, and not merely an ornament, is the duty of the librarian. So we will agree at the beginning that the object of library advertising is to convey to *all* the community a knowledge of the whole library. This can be accomplished in several ways, chief among which are newspaper advertising, posters and cards in public places and mills, work for clubs and schools, and personal work on the part of the librarian.

The local newspaper is doubtless the best advertising medium, for it goes into the homes, and the messages from the library gain an audience at any rate. Whether the people read the library article, for library advertising is reading matter, not display form, depends largely on the article itself and its place in the paper.

In advertising through the newspapers, it is well at the very start to have a thorough business understanding with the manager of the paper. Ascertain what will be published for you as news,—that is, free of charge, and what must be paid for at regular advertising rates. In general, all articles and items concerning a library are published free of charge, being considered as news and of especial interest to those who read the paper. But if you advertise a money-making entertainment to raise funds for your library, it must be paid for, as newspapers do not consider such things as news for free publication, even in behalf of a free library.

Then, as a matter of courtesy, arrange with the editor on what days he would prefer to receive copy from the library. We have found that on certain days of the week special matter fills the columns of the leading, while there is only chance news for the other days. Know the days that the paper has copy assured it, and plan your articles for the days that are less crowded, so winning the good will and special regard of the editor. Saturday is generally a day of much news, and it is also the day that the paper is best read, for there is more leisure. Yet it is advisable to have an occasional short, pithy article from the library in the Saturday issue, even though the columns may be crowded with other matter, for it will reach more people and be read more carefully than other days.

Then it is satisfactory to have an understanding with the editor concerning the space to be given library articles. Our leading local paper has eight pages; the first page gives the important telegraphic news and local events of greatest interest, the fifth and eighth pages give the locals, the fourth the editorials, and these four pages are glanced over, at least, by all who pick up the paper. The second and third pages are plate matter, while the sixth and seventh are scattering, with some plate matter, neighborhood correspondence, council proceedings, and a few local matters crowded off the other pages. It can be seen from this single example that certain pages of every newspaper are more sure of a reading than others, from the very nature of their contents, and whenever it is possible news from the library should appear on these pages.

The merchant, in advertising, recognizes the importance of preferred space, and has the privilege of buying whatever he desires. But since library advertising is published free of charge as reading matter, you cannot dictate as to space. Generally we say nothing about the space that the library item shall occupy, but occasionally when we have something of unusual importance or interest, we ask as a favor that the article may be well placed, and our request is always granted. I feel especially complimented when the library is given space on the first page, for an article there will attract attention and its headlines will be read at any rate. Last fall our lists of books on the money question was published on the first page, while an editorial accorded on the fourth page advised all to read the books suggested in the list. We have never had so many calls for books published in a reading list, as we had for books on the money question on the days immediately following the appearance of the list on the first page of the paper. We notice also that when lists of new books are published, the demand for them is greater or less depending on the place where the list appeared.

Perhaps you wonder that I dwell at such length on what is apparently a small part of library advertising, but my experience has been that success waits on careful attention to these details, and a full understanding of existing conditions.

After the arrangements of business and courtesy have been adjusted, the next important consideration is, who shall write the articles that appear in the papers concerning the library.

You will find that you must do most of the writing yourself, if you wish the library adequately kept before the public, thus adding the work of a reporter to many things that have come to be part of the librarian's profession. It is true that the library is not yet on the assignment books of the newspaper office; places of amusement, the police court and the trains are visited regularly by the reporters, but the library is only occasionally honored by them; when other news fail they remember it. So the library would only have spasmodic mention if the reporters were depended upon for all of its notices.

Whatever appears in our papers concerning the library we prepare ourselves for the most part, thus gaining not only a frequent notice in the columns of the paper, but the statements made as we wish them, for however well intentioned the average reporter may be, he cannot write an article that involves professional knowledge technically correct; since he is not of the order. For the end of correct representation, ministers often report their own sermons for the local papers, and lawyers would do well if the court proceedings that find a place in the newspapers were at least revised by them. Not long since a reporter gave a very wrong impression of a trial in one of our county papers, because he did not understand the technicalities of the case. At the suggestion of the editor, all of the articles that are supplied by the library are signed, to prove them official. I use simply the signature, The Librarian, and three years and more of communicating with the public over this signature proves to me the wisdom of its use, for the community has learned that it speaks with authority concerning the ways and means of the library. But library news that comes always from one source has a sameness that is monotonous, so let the reporter help in the work all that he will, or all that you can persuade him to. Do not send him away without some news whenever he calls; suggest various items that can be written up briefly under the leader, Library Notes, or let him wander about the building as he pleases, to gain material by observation for "a story."

If there is more than one paper in your community furnish library news for all of them. Probably one journal will be superior to all the others and read by more people; the bulk of your news will doubtless go to this, perhaps for the very

reason that it is a larger sheet and can give you more space. But do not slight any of the papers, rather, make them all the friends of the library; this can be done not only by providing copy for them all, but by dividing your job-printing among them. The newspapers are very glad to grant favors, and it is but fair to patronize them when there is paid work to be done.

Having decided and arranged to communicate with the public through the newspapers, the great questions are, what shall be advertised, and how can advertising matter for frequent notices be assured.

Lists of new books published at short intervals have served most effectually in increasing and keeping our patronage. To explain how we arrange for the frequent publication of new books I shall be obliged to let you into a secret regarding our buying. We have no bookstore in our town large enough or sufficiently well organized to supply a library, except to meet the demands for books of the day, so we buy directly from New York, and to save shipping charges and freight buy a large invoice several times during the year. If we placed in circulation at one time all the books purchased in an invoice we would have new books only two or three times in the course of a year, which would not serve to sustain a living interest in the library. We make a selection of those that are most in demand—the popular novels, books of travel, the latest scientific works, of books that are needed by some study or reading club—enough to make a list of 20 or 30, and after cataloging, we place them on an open shelf in the reading-room for general inspection before publishing a list of them in the daily paper. The understanding is that at nine o'clock on the morning following the publication of the list the books can be drawn for home reading, and patrons will often come half an hour early to secure a desired book.

I have found by experience that it is wise to issue books from our store-house with some method, perhaps choosing all the travel for one issue, the biography for another, the United States history for a third, with some books in minor classes and always a little fiction to give the necessary variety. My object in issuing books of a kind together is two-fold. First, the published list has the continuity of a catalog, for it is printed,

even in the newspaper, in regular catalog form, with author, title and call number, and serves the public in lieu of a regular bulletin, for many cut the lists from the paper and paste them in their finding-lists, so keeping their printed catalog up to date.

Secondly, it is our custom to publish some notes or reviews concerning the new books, and these are more effective when there is a continuity of subject. Generally these remarks introduce the list of books, being a case of placing the moral first, that it may surely be read. I refer to the different books in the list "below," saying a certain one is "especially interesting," while another will be found "very timely;" that all have heard of "this" book, and will be glad to know that it can be found in the library; that of a certain author we have such and such books, but his latest book has been added, and will be found more interesting perhaps than any of his others; sometimes I write a short review of a book, the purpose of it all being to call attention to the books, especially to those that might be overlooked because their titles are not suggestive or attractive. I do not print long notices, as they would not be read, and as too much information leads the people to think we consider that they know nothing about the new publications for themselves, or do not keep in touch with the times.

Headlines are of the greatest consideration in connection with any matter for publication. The word *new* serves as a magnet always—New Books of Travel at the Library; Invoice of Books on United States History; The Latest Books on Electricity Ready for Circulation at the Library, etc., etc.—for headlines suggest themselves if the subject matter is well arranged.

I find that besides writing the articles for publication it is well to look to the proof-reading also; in fact, it is very important, especially in lists of new books, because the compositors do not understand the algebra (as they call it) of the Dewey system, and make woeful work of call numbers, the snarl of which the proof-reader does not always untangle. Besides, if writing for the newspapers is new to you, it is advisable to see your copy in cold print, for often it seems very different than it did in your own writing, and a few changes may greatly improve it. I make it a point to leave my copy with the city editor a day in advance of its publication, so it is early in type,

which gives me ample time to read the revise carefully. Two years ago our leading newspaper introduced linotype machines, and we have arranged to have all the type of the new book lists saved; when we are ready to issue a supplement much of our work is done. We pay interest to the printing company on their investment in metal for the type, and will pay for paper and press work when the supplement is printed. In this way we save not only time, but money.

And yet another point regarding the publication of new books is in relation to the internal economy of the library. We have found it wise to advertise the circulation of new books for days that we are less busy, which is the middle of the week. Creating a demand for new books on dull days equalizes the work, which is essential in a library with a small force.

Once I made the serious mistake of placing a notice in the paper that an invoice of books had arrived from New York and would soon be issued. I regretted that statement, and resolved never to again advertise merely for the sake of having something appear about the library. Patrons would ask daily, "When will the new books be ready?" "What are some of the new books?" "Can't I have a new book to-day?"—so magnetic is anything new! So much time was consumed answering questions that it took much longer to catalog the books than it otherwise would have done. But we profit by mistakes, and out of an annoying experience I warn you, do not let the public know that you have received new books until they are ready for inspection.

While new books serve to advertise a library and make it popular, other things are necessary to make its full value known and appreciated. Reference lists on timely topics always bring their share of patronage. I remember the first reference list that we published was on James Anthony Froude, at the time of his death; not a popular subject, but it was a topic of the day, and we were endeavoring at the time to make known the wealth of the library in all its departments. The paper containing the list was issued at five o'clock in the afternoon and before the library closed that evening there were four calls from the list by students who were delighted to know that they could secure those books.

In publishing reference lists the one thing to remember is to have them timely, and this I can not make too emphatic.

If your list is not ready and must follow rather than lead a movement, save it until next time. It is not so much the article as its being well timed. We find that our regular patrons watch for the reference lists; their interest in the library is maintained as its possibilities are revealed to them, and it is as necessary to keep patronage as to gain it.

But new books, and reading lists of attractive books and articles on current topics are not enough to reach all in a community, by any means; there will still be a goodly proportion that know nothing and seem to care nothing about the library. As merchants have bargain-days, which they advertise extensively to bring out the people, so libraries can arrange special attractions to win the unknowing and unappreciative public. Special attractions have aided materially in spreading abroad a knowledge of our library and have brought us the most returns for advertising. A year ago we had thirty water-colors of F. Hopkinson Smith on exhibition in our art gallery for two weeks. I learned from Mr. Smith in February that we might have the pictures the last of April or first of May, on their way back from western cities to New York. From that date in February until the pictures came in May, something appeared in the papers on an average of every ten days, about Hopkinson Smith or his pictures. One week it would be a press notice of his pictures, the next a review of his latest book, then another art criticism from the press, and so the notices alternated. Marked copies of the papers were sent to the several newspapers in surroundings towns, with a note accompanying, asking the editor to copy or at least make note of the date and place of the Hopkinson Smith water-colors. During the two weeks that the pictures hung in our gallery 3000 people viewed them—as many as we could well accommodate. Of those 3000 visitors, most of them residents of the city, many told me, "This is the first time I have been in the library, but I do not mean it shall be the last;" and in truth they have become regular patrons. During the exhibition we published lists of books on art and architecture, also on Constantinople, Venice, and Holland, for the pictures were painted in these places.

There are many special attractions that can be arranged for libraries. Poster exhibitions have been popular both in large and small libraries, also exhibitions of art-works and photo-

graphs. Amateur photographs proved very popular in one library after vacation days were over, while some have been fortunate enough to have loan exhibitions of books and pictures, or both. Something can be arranged in every library, but it is always to be remembered that the success of any special attraction depends on the advertising. Talk about it in the papers, not so much as to appear ridiculous, but enough to let all know about it and remember it long enough to come. I know for a fact that we gain many regular patrons from those who come at such times.

We found that few in our community understood the use of "Poole's Index" or of our dictionary card catalog. A "magazine day" was advertised, and to all that came I explained the use of the different indexes, letting all work out some references for themselves, and I never saw people more astonished and delighted than were those who thus learned that there was a key to unlock the stored wealth of the magazines. In like manner the card catalog was explained, to the wonder of all, who thought that it required a course of study to use it. Of course we are constantly explaining the use of these helps, but I have found it not a bad idea to have a day devoted to each of them once a year, that their names at least shall be heard in the land and their existence known.

This spring our special attraction was "travel day," which grew into several days to accommodate all that came. It developed from the demand for books of travel, which in turn was created by the departure for Europe of a party of 20 or more of the townsfolk. All their friends immediately desired to read about the sights of the other continent and follow them by proxy. It occurred to us at the library that it would be pleasant for the stay-at-homes if they could see and handle our books of travel and make their selections for summer reading from the books themselves. We cannot give the public access to the shelves because of the plan of our building, so on the tables in the reading room, giving a table to each country, we spread all of our books on European travel, together with magazine articles, and pictures from our collection of mounted prints. We made the room as attractive as possible, posted leaders to indicate the route from table to table, furnished paper and pencils for notes, and gave personal atten-

tion to all who came. Those who travelled with us—and we had several hundred passengers—not only enjoyed the books and pictures during the few hours that they stayed, but made notes of books that they wished to read. I am glad to report that many lists of books of travel, made on our library paper during those few days, appeared as call slips at the delivery-desk. We advertised this "travel day," extensively, though not long in advance, for it was a sudden thought and had to be carried out quickly. Because of short notice, we did not fully explain what it should be, but aroused the curiosity of the public, which offered a variety in our advertising form.

It is well to arrange special attractions for dull seasons, for the same reason that it is best to advertise new books for the less busy days of the week, namely, it equalizes the work at the library, and keeps up the interest of the community in the library.

But only new books, timely reference lists, and special attractions, are not the only things that will interest the public. The chief facts of the monthly report will prove the worth of the library, especially if a statement is made comparing the circulation, use of reference-books, attendance in the reading-rooms, etc., with the same month of the previous year, provided, of course, that the comparison shows an increase. My annual report to the trustees is published in full in the papers, also the leading facts of the quarterly reports. Gifts to the library should not fail of proper mention in the daily papers; furnish advertising matter that it is needless to discuss this point further.

Though we depend on the newspapers very largely to herald the library in the community, we do not neglect other agencies, and among these are posters in public places. We have factories in our city employing many hundred operatives, whom we wished should know about the library. We had several hundred posters printed as attractively as possible, with a cut of the library at the top of the card and capital letters in red. We endeavored above all to make it plain that the library was *free*. One of the trustees suggested that the following sentences be given a prominent place: "Books may be taken home. There are no dues or charges except for books kept over time." "Tell them honestly," he said, "just when a charge will be made, even though they may

never be obliged to pay a fine; you will find people a little suspicious of anything free, because they have learned from experience that *'free'* often has a string to it in some way to catch their nickels and dimes." No doubt you have noticed the truth of this, that it is difficult for all the people to conceive that the library is really free to them, without any cost. These posters were placed, by permission of the proprietors, in the different factories, where the employes in passing in and out would be sure to see them. I am convinced that they have brought the library much patronage, for whenever an applicant has given his occupation as "Employed in ——— factory," we have asked if the card telling of the library had been read, and almost without exception it had served as the introduction to the library. We have also framed notices concerning the library in the post-office and hotels.

After all this communication with the public, there still remains personal work, which is one of the surest ways of bringing people to the library. This means that as a librarian you must give your whole self to the work. There is not a community now, I believe, that has not a study or reading club. Attend one of the meetings of the club, and if you are not a member you can secure an invitation to attend a meeting, and offer the co-operation of the library. Offer to help them with reference lists, and to place a certain shelf or section of the reading-room at their disposal, where the books that their program calls for can be kept together and renewed when necessary. If some of the club members cannot come to the library let the books be sent to them. The patronage of a study club creates a demand for better reading.

Go to the schools and tell the young people about the library and its treasures, many of which are especially designed for them. Be willing to be questioned about the library at any and at all times. At first I mentally objected when I was stopped on the street, questioned in stores, at church, at receptions, wherever I happened to be, about the library, but I soon found that people were sincere and really wanted to know, so long since I willingly gave information at any time and place, but I make it a point never to broach the topic of the library myself.

Then you can help others to advertise. A merchant came to

the library seeking the picture of a May-pole for a May-day advertisement. After the picture had been found his attention was called to Chambers's "Book of days," which so delighted him that he ordered the volumes for his own library, saying that the books would give him many hints for timely advertisements. The same merchant was so greatly pleased with one of our books on the tartans of Scotland that he advertised an invoice of plaid woolen dress goods by the names of the plaids, which he found by comparing the goods with the colored plates in the book.

With all this advertising outside the library to gain patronage, and to create a demand for the best reading, advertising inside the library must not be overlooked. This includes bulletin-boards, black-boards, and other devices, mention and description of which exceed the limit of this paper.

The secret of library advertising, as Miss Stearns said last year, is "keeping everlastingly at it," or as the proprietor of a great factory in New York believes, and has constantly before him on his desk, "S. T. I. and W.," which he translates to all who inquire as "Stick to it and win."

ADVERTISING A LIBRARY

Miss Lutie E. Stearns, of whom a sketch appears in Volume 1 of this series, was at the time of this paper connected with the Milwaukee Public Library. It was prepared for the Cleveland Conference of the A.L.A. and read there September 3, 1896.

W. D. Howells, in a recent article on "Advertising" in Harper's Weekly, says: "I wish that some one would give us some philosophy of the prodigious increase of advertising within the last 25 years, and some conjectures as to the end of it all. Evidently, it can't keep on increasing at the present rate. If it does, there will presently be no room in the world for things; it will be filled up with the *advertisements* of things. Before that time, perhaps, adsmithing will have become so fine and potent an art that advertising will be reduced in bulk, while keeping all its energy and increasing its effectiveness. Or perhaps some silent, electrical process will be contrived, so that the attractions of a new line of dress goods or the fascination of a spring or fall opening may be imparted to a lady's consciousness without even the agency of words. All other facts of commercial and industrial interest could be dealt with in the same way. "A fine thrill," he continues, "could be made to go from the last new book through the whole community so that people would not willingly rest till they had it. Yes, one can see an indefinite future for advertising in that way. The adsmith may be the supreme artist of the 20th century."

Until human ingenuity has solved the thrill problem, we librarians must be content, to a large extent, with the efficacy of that most powerful of modern civilizing agencies—printers' ink.

Our president, Mr. Dana, has said, "Business runs the world; or, the world gets civilized just as fast as men learn how to run things on plain, business principles."

Advertising is one of the recognized departments of business. Advertising is not an experiment, nor is it a business side

issue; it is a business necessity, to be studied and experimented upon as studies and experiments upon the other departments of business economy.

The importance of judicious advertising should suggest itself to every wide-awake librarian, in her endeavor to reach every man, woman, and child in her city or village.

There is no stratum of society not reached and influenced by some form of advertising. "Nine-tenths of the world would rather be interested than educated, and the other tenth likes to be interested too." The librarian, then, must first interest the masses, to bring them within her doors, and then attempt to educate. "She must first capture the eye. The eye is the sentinel of the will. Capture the sentinel and you will capture the will. The feet follow the eyes." It is the untiring, unremitting, keeping - everlastingly - at - it - and - never - taking - no - for-an - answer appeal to the eyes of the people that will bring them within your portals.

But to do all this, the advertiser must be a student of human nature and human needs. Of all mediums for reaching all classes, the greatest for local use is the newspaper. People will read the newspapers, for that is what they buy them for. Good advertising is good reading.

To the disbeliever in newspaper advertising, the confidence in it displayed by the great merchants and manufacturers must be incomprehensible. Note what enormous sums are spent in that way, and the care and ability bestowed upon the preparation of announcements. The arts of the painter and the poet, the descriptive writer and the mechanical engraver, to say nothing of the individual talent of the advertisement-writer, are daily employed in advertising.

Through all this, "every advertiser is trying to tell the world his business, to do more business with the world." Ordinarily, people think of advertising only as it is exemplified in the newspapers, magazines, bill-boards, and other openly avowed media, and classify it under dignified or undignified sensationalism. All this is publicity, it is true, but in our interpretation of the word advertising we must adhere to its original meaning—to advertise, to inform; advertising, dissemination of information; an effort to cause others to know.

The librarian who asserts that he does not believe in ad-

vertising has only to glance at the sign above his doors and the catalogs and bulletins on his counters. What are all these but advertisements of the location and contents of his library? But a catalog within a library never brought a man to it. That must be accomplished by some outside agency.

There is a type of sufficient-unto-the-day-is-the-circulation-thereof librarian who does not believe in using business bait. He is content to try to raise the standard of the elect within his doors, and aims at culture rather than general happiness. If there is a decrease in the yearly circulation he complacently attributes it to the reign of the wheel, and makes no attempt to recruit his ranks from those of more sedentary temperament. If you suggest that advertising is the oxigenic accessory which will promote or inflate his circulation, and that an alluring column of library notes published regularly might stem the falling tide, he complacently tells you that he did insert a list once on the "Equipoise of Europe," and suggested that it might be cut out and be used as a call slip at the library, but that no one used it—and he regards this sporadic attempt as a sufficient test of the whole question.

Notwithstanding his antipathy to special lists, these are the most common forms of library advertising used in this country to-day. Many libraries publish lists weekly or oftener, on special topics, or recent additions; and then are often disappointed to find the lists so seldom used at the library. But the reason is not far to seek. Many a reader sees the list on Monday, but is deterred from cutting it out on account of its being the most recent paper. He forgets all about it Tuesday, thinks about it Wednesday, and looks for it then. The Monday paper is lost, and the Wednesday paper does not contain it. Now, there is a way out of the difficulty, and one by which any library may have much of its printing done free of charge.

When you send a list to the newspaper, send with it a request to have the type saved for further use. Ask your editor to take the type composing the list to a small job press, and have him strike off 500 or 1000 copies or more for your use. The only expense involved in this will be the cost of the paper and the pressman's services, which generally amounts to about $1.50 per thousand copies. Many newspapers are willing to perform this service for the advertising which it brings if such a heading as the following is used in the list:

MILWAUKEE PUBLIC LIBRARY

CALL SLIP.

FURNISHED BY THE COURTESY

— OF —

THE MILWAUKEE JOURNAL

Watch The Journal for Library Notes and Lists.

We can see no reason why what are termed display ads. such as those so skilfully used by Mr. Kates, of Philadelphia Branch No. 5, should not be used by the larger libraries. Each of Mr. Kates's advertisements takes up a half side of a newspaper. One of them advertises the location of the library and the places where application blanks may be obtained. Another half side has to do with the catalog and manner of using it. A third gives a list of the periodicals which the library contains.

Then there is the subject of trade journals. A list of books on electricity was published in a motorman's bulletin, in Milwaukee, and a cordial invitation was extended to the overworked men to become patrons of the library. As a result, the number of such men patronizing the library was increased many fold.

Some time ago, Miss McGuffey, of Boston, suggested in the pages of the LIBRARY JOURNAL that it might be a good idea for librarians to advertise in street-cars. Mr. Peck, of the Gloversville (N. Y.) Library, is the only one that we know of who does this. We can see nothing undignified in a street-car placard reading, "Get a good book at the Free Public Library," or, "Tired out? Get the 'Prisoner of Zenda' at the Free Public Library."

From Mr. Peck we have received a sample placard which is put up in the hotels and depots of Gloversville, advertising the public library and extending a cordial welcome to the weary wayfarer.

He who doubts the efficacy of the placard should profit by the experience of the Buffalo Library. Shortly after the opening of the new Children's Department, which was heralded by

a most tasteful announcement, the authorities had a 10 x 12½ inch card printed in attractive red letters reading,

Boys and Girls.
A room for you in the Buffalo Library.
Books for you to read.
Pictures for you to look at.
Maps for you to put together.
Magazines for everybody.
Some one to tell you stories.
Bring your little brothers and sisters.
Come and enjoy your room at the Buffalo Library.
Cor. of Washington St., and Broadway.

These placards were sown broadcast over the city. Missions, hospitals, homes, orphan asylums, fresh-air establishments, drug-stores (to attract the soda-water customers), candy-stores—all gladly offered hospitable windows and wall spaces. Newspapers posted them where the boys who came for the papers would see them; mission Sunday-schools and charity organizations co-operated heartily in tacking them up and suggesting where others might be of use; and what was the result? A postal card from Miss Chandler, of the Buffalo Library, reads as follows:

"Cards were out Friday and Saturday.

"*Result No.* 1.—Monday and every day since overflow meetings have been held in the adjoining committee-room.

"*Result No.* 2.—A steady current of extra tables and chairs from all parts of the library upstairsward.

"*Result No.* 3.—More small furniture ordered.

"*Result No.* 4.—More dissected maps ordered and more animals sliced.

"*Result No.* 5.—*really No.* 1.—The happiest children anywhere to be found."

And then there is the power of the bulletin board. As a sample of what may be done in that direction, I quote from a personal letter from Miss Helen L. Coffin, of Aurora, Ill., a graduate of the Armour Institute Class of '95. Miss Coffin writes: "When I found myself back in my home library again, as reference librarian, I remembered the lecture on library advertising and after adding 'Advertising manager' to my titles, started out to see what I could do.

"Briefly, this is what I have accomplished. I took one library wall for a bulletin board, and here I keep various and sundry lists, changing them often, using signs, big letters, colored inks, pictures, catchwords—any and everything to attract attention. Half of the space is our picture gallery—mounted photographs, portraits, views, etc., clipped from book reviews, catalogs, etc., with lists of our books to which they refer. These are also changed frequently and are perhaps our most popular advertisements. Just at present, the walls contain complete lists on music, including musical novels, electricity, mechanics, astronomy, metals, selected lists on birds, insects, bees and flowers, summer and house-keeping, Mrs. Harriet Beecher Stowe, summer sports, and Alaska.

"The list on Alaska asks most solicitously, 'Hot? Then come to Alaska,' and is illustrated by pen-and-ink-sketches, transferred by means of tissue-paper from the books cited. Whenever possible, I head a list with an appropriate quotation. For instance, at the head of a list for housekeeping is 'Who sweeps a room as by God's law makes that and the action fine,' from George Herbert, and I find an interest awakened in the quaint old poet, because he chose such a lowly subject. I cut the elephants, horses, trapezers, lions, etc., from the posters, mounted them with lists of books on those subjects, posted them, and waited for the boys. They came in droves. The list was kept all winter, the books were always out, and our life of Barnum, heretofore left to dust and introspection, had to be rebound.

"In addition to this bulletin, I have kept lists posted in our two high schools, Y.M.C.A. and Y.W.C.A. rooms, C., B. and Q. car shops, and Electric R. R. power-house; made lists for the various reading and study clubs and vacation lists for women and children; published lists for the University Extension course in the daily papers; spoken on library aims to both high schools, and have given a ten-lesson course in library science to the West Side High School. Next year—but my plans are too numerous and I will not trouble you with them now."

This is the reign of the poster. Posters minister to two great passions of the age—the taste for decoration and the demand for publicity. Poster shows have drawn many persons to libraries for the first time. Our library uses posters in its cir-

culating department to hide unsightly walls, to give the public something cheerful to look at, and to advertise the circulating copies of books and magazines, "Do posters post?" Most certainly, when used for advertising purposes.

Among the many minor advertising devices may be mentioned bookmarks. Mrs. Sanders, of Pawtucket, R.I., has a very neat little book-mark headed, "When in doubt, consult the public library." The expense of printing is borne by a local store which puts a simple advertisement on the back. Mrs. Sanders attributes a recent increase in circulation and interest in the library to this talisman.

Calendars could be used to good advantage, especially the ake-a-day-off kind, in which books could be suggested for days, holidays, etc.

Time does not permit us to take up other forms of advertising than those through the medium of printers' ink. It should ever be borne in mind, in conclusion, that advertising will bring people to your library, and then its mission stops. Then success depends upon the service within your doors. All the advertising that you can contrive, even though it speaks with the tongues of men and angels, will not offset a hard, imperious, domineering, or condescending spirit within the library. There should be an indefinable something in the appearance of your library to draw people in and an atmosphere most persuasive in keeping them there and making them long to return. Neatness and order and a certain amount of quiet are of course desirable; but it is submitted that there may be a certain amount of orderly disorder, which bespeaks life and business. The popularity of your library depends largely upon your assistants. The wisdom of Solomon, the patience of Job, the tact of a politician, unvarying courtesy, unremitting energy, concentration, the ability to judge character, and above all, common sense, make for all that is good in library service. With all these conditions fulfilled, happy then indeed is the lot of the librarian who can say with our friend, Miss Garland, of Dover, that "Like the immortal Mellin's Food we are advertised by our loving friends."

THE RELATION OF THE LIBRARY TO THE OUTSIDE WORLD; OR, THE LIBRARY AND PUBLICITY

The following paper on the subject of library publicity was prepared by Marilla Waite Freeman of the Louisville, Kentucky, Public Library, and was read at the Indiana State Library Association, November 3, 1908. It was accompanied by a small exhibit of book lists, dodgers and other illustrative material.

A biographical sketch of Miss Freeman, who is now in charge of the central library of the Cleveland Public Library, appears in Volume 4 of this series.

The essential point of all the public library stands for is expressed in this phrase—the relation of the library to the outside world. This relation is the touchstone of success. By it we are tested. It matters not how classically correct the library building, how carefully chosen the collection of books, how letter-perfect the card catalog; if the outside world is not drawn irresistibly to our building to struggle with our card catalog, to read and use our books, then we are merely ornamental nontax-paying cumberers of the ground. What we need in such cases is something analogous to the social consciousness of which we hear so much—a library consciousness which shall wake up, take account of itself, and bring itself into vital relations with the outside world.

We librarians need to ask ourselves searching questions now and then. What is the purpose of our library? Is it fulfilling that purpose? Are we making an adequate return to the community on its library investment? Does every one in this community know that the library has something for him? Has it something for every one? If not, is it willing to get it? How are we making this known?

For the purpose of to-day's discussion we will concentrate some of these questions into three: What do we wish the pub-

lic library to stand for in our community? How shall we bring this about? and, How make it known?

I suppose we shall agree in desiring our library to be, perhaps first of all, a center to which all kinds of people will naturally turn whenever they "want to know." There is the amateur farmer ambitious to raise poultry after the most approved methods; the investor interested in the new lithographic stone quarries, who wishes to learn the sources and quantity of the present supply; the mother who doesn't know where to send her daughter to college; the young mechanic who would like to read up on socialism; the stenographer who feels the need of a wider knowledge of the English language and literature; the young woman who wants to "do something," but doesn't know how nor for what to train herself; the inventor who wants to find out if any one else has already patented his contrivance for a self-filling fountain-pen. These are all actual instances of the inquiring mind; a hundred more will occur to us. They are all problems upon which even the small library, if it has an alert and thoughtful librarian, may attempt to give aid. At least six of the questions noted may be answered from material which the library may possess free of charge; three from government publications free to every library. For the aspiring young people who in every community are groping their way to the choice of an occupation, light may be thrown by the questions, the suggestions, contained in the remarkably interesting circulars and other publications of the new Vocation Bureau, which under the forceful leadership of Prof. Frank Parsons has its executive offices at the Civic Service House, Boston.* True, it is not an easy task for the librarian to conduct for all inquirers such a bureau of information as I have indicated; it requires limitless patience and large sympathy, quick intelligence, endless zeal in securing material, familiarizing one's self with its contents, making its accessibility known. But there are few tasks which so happily combine a helpful touching of other lives with a broadening of one's own.

I sometimes think we are inclined to under-estimate the importance of making our library a place to which people *like* to come, whether for information, inspiration or recreation.

* Since this paper was written the Vocation Bureau and many other organizations for civic and social betterment have met a great loss in the death of Prof. Parsons.

We all know the severe type of library which the reader approaches reluctantly, in fear of the austere and superior attendant, and from which he hurries away with relief as soon as his business is done. Making a library a likable place to go to involves a good many things, but all are attainable by the least of us. If we can begin as far back as the building, or rooms, and furniture, we shall make them approachable and comfortable rather than merely monumental and grand. We shall give careful thought to the coloring of our walls, choosing soft greens and buffs for their restfulness. We shall recognize the importance of well-regulated temperature and ventilation. We shall have a watchful eye for the variations of light in the rooms, adjusting window shades as the sunlight grows too glaring, or begins to fade. We shall keep our reading rooms quiet, though not sepulchrally so, and we shall have spots where those who wish to talk may do so comfortably and legitimately. Some of these details may seem trivial, but none is too small to contribute to the atmosphere of comfort.

Most important of all to this atmosphere is the spirit of the librarian and her assistants. It is a difficult and delicate thing to define, this ideal library spirit and manner, but an excellent broad basis for its attainment is the Golden Rule, translated into "Put yourself in his place." As no two people who approach us are alike, a constant application of this rule will lead in time to great flexibility, great tact, a quick adaptability to new points of view. It will also lend elasticity to all our other rules, and may help to clear us from the imputation cast by the unfortunate author who in her open letter to a recent library meeting, declared that she had never seen a librarian yet who cared about anything but the rules of the library. "Of course," she deprecates, "the people here are nice to one, but underneath the smiling exterior is a deep-seated devotion to rules, which were made for people who amuse themselves with a library, and without consideration for those who want to use it." This is a hard saying and one we should all ponder. But indeed the subject of library rules would require an hour all its own.

A natural outgrowth of the library as a place where people like to go, if we achieve that happy result, will be the library as a social center. The phrase is an old one, but it does ex-

press one of the things for which, in the smaller towns, at least, we wish our libraries to stand. We use the word social here in its larger sense, not as suggesting afternoon teas and neighborly gossip, but as it connects itself with community interests which make for progress.

Thus it seems the fitting thing that the library should become the center of the civic, cultural, and educational activities of the town. We should encourage the chairman, whether of the woman's literary, the men's civic, or the boys' debating club to come to us for help in the preparation of their programs, as well as for material on the subjects chosen. This will give us a wonderful, quiet opportunity to direct and systematize some of the organized reading and study and thought of our community. We may fortify ourselves with a collection of programs that have been used by other clubs. By writing to the Wisconsin Library Commission, Madison, Wis., we may secure at 10 cents each some 25 outlines for study clubs, which have been worked out with care by the commission. Mrs. Mary I. Wood, Portsmouth, N. H., secretary of the Bureau of Information of the National Federation of Woman's Clubs, has innumerable programs on file, and will send one or more on almost any subject desired, to any public library or chairman of a federated club. A list of subjects for debate, or of interesting topics for discussion in civic or current events clubs, may be kept by the librarian, and added to from suggestive articles in the magazines, or even from the crisp subject-headings in the Readers' Guide to Periodical Literature.

If the library is so fortunate as to have a building of its own, the use of library study rooms by various clubs and organizations should be encouraged as a means of making the library a center of community life. The conditions of use should be simple, in most cases involving only a small fee sufficient to cover light, heat and janitor service. In one library it was stipulated that no sectarian, partisan nor purely social organization should be granted use of the rooms. This did not exclude the Ministers' Association, nor the Sunday-School Union, to which all denominations were eligible. Beside these bodies, the Mothers' Kindergarten Association, several Woman's Study Clubs, the Civic League, and two or three other organizations of men were prompt in taking advantage of their opportunity.

A room for popular lectures is of value to the library as a social center. One town began the use of its lecture room with informal talks to young people by local authorities on various subjects—electricity, birds, what various trades had to offer young men and women. Later this grew into a university extension center with regular courses of lectures from university men.

Exhibits may be made in the library illustrating the subjects of the current lectures, and lists of interesting books printed in the papers. Almost any sort of exhibit well announced will draw people who would never have discovered the library otherwise. I shall never forget the first exhibits in the early days of my library enthusiasm and how we worked over them. An Indian Day was the very first. Indian rugs and pictures on the walls of the exhibit room, Indian relics in a long glass case down the center, even a full-fledged tepee in one corner, and Indian books on a table downstairs—as long as they lasted. Everybody had contributed or loaned something, and the whole town came to see, and remained to sign a library card. On another day home-made electrical appliances, with book prizes for the best, offered by a local manufacturer, made a thrilling display to all the boys in town and interested many men. A poster exhibit, when the poster rage was at its height, a charming display of amateur photography—each of these, and many others, drew to the library many new friends and helped to make them feel it theirs.

Library clubs among the boys and girls may be made effective in proportion to the enthusiasm and physical strength of the librarian and her helpers. The weekly story-hour for the children is a library function which, in addition to its imaginative and educational stimulus, may be made of great value in inculcating ideals of patriotism and of civic honor and responsibility among our future citizens. Most of these forms of endeavor must come originally through the librarian, but as her efforts are known and understood others will gradually come to her help.

As to that word "publicity" in my subtitle. We used to call it "advertising the library"; now we like to speak of "making the library known," or, still better, of "interesting the public." Whatever we call it, and however we do it, it is a most

essential point in library service, for it must always be borne in mind that our library stewardship is fundamentally a trust. I believe the time will come when the largest libraries will have a regular "publicity" department, or at least a member of the staff whose duty it shall be to devise and execute plans for making known to all classes of people what resources the library has to offer them. And in the small library the librarian will come to realize that the buying and cataloging of a book is merely a first step; that of quite equal importance is the making known the presence of that book in the library to all who might possibly be interested.

In a list of questions recently sent to libraries was included the query: "What do you find the best methods of making your library known?" Almost without exception the first clause of the reply was "newspapers." One western library reports more than 1000 library items yearly in the 10 local papers, an average of some three a day. The small library cannot emulate this record, but it can have at least its weekly library notes and announcements of new books.

Every library that can afford it should put out its own monthly or quarterly bulletin of new books in some form for distribution, but that is an expense and labor beyond the reach of the smaller institutions. For all such the local newspaper columns are a boon indeed. It is well to establish a regular day of the week on which book lists are to appear. Then, if the library has no new books, or very few, fill the space with a brief list of books already in the library on some timely topic. At top or bottom add, "Cut this out and use as a call list at the library." In my first library a nearly complete finding list appeared in this way. The two local papers were generous with their space (emulating each other) and would print the titles of half the books in a given class, say Fine Arts, one week, the rest the next. Readers cut out these lists, in many instances pasted them in a scrap-book, and thus, by clipping also the later lists of new books, had an up-to-date catalog of the library.

With the short lists of new books, a descriptive line about each title condensed from the notes of the *A. L. A. Booklist* or the *Book Review Digest,* makes it far more interesting to the public. General items of book-news are welcome; mention

of gifts with names of givers, names of new periodicals for the reading room, or interesting articles in the current magazines, brief description of a valuable new government publication, reports of meetings of the library board, items from the librarian's monthly report, and, if possible, all of the annual report, with statistics condensed and summarized. In a presidential election year the library may get itself upon the mailing list of the various political parties and announce their campaign literature, handbooks, etc., as on file for use of readers. Interesting incidents and bits of library news should be jotted down daily for the weekly library column or for the friendly reporter in search of an item.

Aside from the newspapers, many libraries are using a large amount of printed matter, or type-written circulars, for making the library known. Mimeographed lists of books interesting to teachers, Sunday-school workers, architects, city officials, business men or members of any trade or profession, are sent to individuals or organizations. Even libraries which cannot afford regular bulletins can print an occasional list on some timely subject, in inexpensive form, for distribution at the library and by mail. Short selected lists for local use may be made up from the fuller lists printed by larger libraries. The Louisville Free Public Library has on hand at present an annotated list of books on Sunday-school work, prepared for the recent meeting of the International Sunday-School Union in that city; also a list of detective stories, and an interesting list of books in the library on Socialism, printed and distributed by the local chapter of the Socialist party, copies of any of which will gladly be sent to any library asking for them, as long as the supply lasts.

To the workingmen of our community we owe special attention. An attractive vest-pocket list of books "of practical interest to men in the shops" was recently published by the Dayton (Ohio) Public Library, with union imprint, for distribution among workingmen. An edition of eight hundred was paid for in advance by orders from firms and trade unions in the respective industries. A slip containing the titles of periodicals the library has relating to the mechanical trades may be enclosed in the pay envelopes of the factory and other employees. Small dodgers, calling attention in an interesting way

to the location of the library, its resources, the fact that there is no charge for its use, may be distributed in similar ways. The psychology of advertising should be studied for simplicity and directness of expression and style of printing.

Framed placards or signs calling attention to the library, its location, the freedom of its use, posted in hotels, railroad stations, street-cars, the post-office, have been found effective in many places, especially in attracting the interest of transient visitors. In one library we placed in the car shops, the chair factory and elsewhere small wall boxes filled with library application blanks, and on the box the inscription, "Public Library, Eighth and Spring Streets—Books lent free. Take one of these cards, fill it out, then bring or send it to the library and books will be lent you without charge. Library open from 9 a.m. to 9 p.m." A number of these blanks came back to the library filled in, but many more were wasted. On the whole, I believe an attractively printed library sign in the factories answers quite as well, especially if supplemented by a personal invitation or a brief list of technical books enclosed in the pay envelopes of the employees.

In Grand Rapids, directly after the close of the night schools, the librarian gets from the Board of Education the names and addresses of all the pupils, and personal letters are sent to all these, calling attention to the library and how it may be of use to them. Similar letters are sent to all the pupils who leave school permanently. The Grand Rapids letter, signed by Mr. Ranck, is uniquely interesting. A similar one, in mimeographed form, could be sent out by any library at slight expense. The personal touch gives it its great value.

The telephone may be made one of our most effective agents of library publicity. If a busy newspaper man or lawyer can feel free to call us up and ask the Republican majority in Nebraska in 1900, or the exact date of the Sherman Anti-Trust Law, he is going to know and make known that the library is of real value to busy people. We should encourage the use of the telephone for emergency information. During a recent street-car strike in Louisville a prominent judge, chairman of a citizens' committee, meeting the street-car company in an effort to secure arbitration, telephoned the library from the committee-room asking for an account of the terms of settlement in the

St. Louis strike. The Readers' Guide to Periodical Literature disclosed an article in the *Independent* of a certain date giving the exact information desired. The *Independent* was at the bindery. We telephoned the bindery to give the required volume to our messenger at whatever stage of binding, and the messenger delivered it at the seat of war. Next morning's papers announced that the strike had been settled that night through information secured from the Public Library at a critical moment in the conference.

We may use the telephone for asking as well as giving information. An electrician, engineer, teacher or professional man, whom you know as an authority, will be glad to give you any information in his power. An architect came into our reference room not long since and said it would be worth $10,000 to him to have his solution of a certain practical problem in hydraulics verified. We called up a specialist in physics at one of our manual training schools and he verified the architect's solution. Then, to clinch the matter, we sent to the Library of Congress for a certain volume which our specialist referred us to, so that the architect should have line and page.

Often by calling in this way upon people possessing special knowledge, the library makes friends of them as well as of the reader for whom the information is sought.

There is no good reason why book-renewal by telephone should not be allowed. The inconvenience to the library is slight in comparison with the convenience to the borrower. Pad and pencil should be kept fastened to wall or table near the telephone and name and number of book and date due written upon slip and taken to the charging case for renewal.

Another use of the telephone is to notify readers of books received for their use and to call the attention of anyone to whom you think a certain new book or magazine article will be of special interest. The Grand Rapids Public Library is one of the libraries which makes systematic use of the telephone in this and many other ways, and it considers the telephone one of its most useful mediums of library publicity and extension.

Perhaps most effective of all methods of making the library known are the personal talks given by the librarian or other representatives of the library, before schools, clubs, groups

of factory workers, labor unions, masonic lodges, any organization which one can gain courage and opportunity to address. Nothing goes so far to win intelligent appreciation and understanding of the use of the library. It is the personal touch again and this in the end is always what counts most. To find out the native interest which already exists in an individual or a group of individuals and to build on that an interest in what the library has to offer—this requires personal work both within and without the library. And when these individuals have found for themselves that they really get something from the library that is worth while, they in turn arouse the interest of others. So, by a sort of endless chain, the users of the library become its best advertisers. Like Mellin's Food, "We are advertised by our loving friends."

In short, we owe to our entire constituency the fullest and most suggestive setting forth of the resources of the library if we are to hope for their increasing co-operation and support. And it is only through that co-operation and support that we can make the library what it should be, the intellectual and inspirational power-house of community life.

THE FUTURE OF THE PUBLIC LIBRARY

In 1887 William I. Fletcher, then librarian of Amherst College, said in his *Public Libraries in America,* "The future of public libraries is difficult to foretell. We may be sure that for many years to come libraries will grow rapidly in size and number; that ingenuity rightly applied will ever be bringing into use new apparatus and new methods, so that what are now of the newest will soon be antiquated; also that the people at large will increasingly support and use the libraries, and that the free public library especially will take its place among the chief agents of civilization."

Thirty-three years later, Miss Alice Tyler of the Western Reserve University Library School in her presidential address at the Swampscott Conference of the A.L.A. (June 20, 1921) said: "To reach, by means of the printed page, the minds and thoughts of all who can read—while the schools face the task of reducing the appalling number of the illiterate—is task enough for the united purpose and energy of all forward-looking people who have personal contact with books in any relation. Here is a field for cooperation—definite, practical, and immediate—to project *the book* with its potential service upon the attention and thought of an unawakened people, by means of active and convincing methods, such as are utilized by other world activities and agencies which appeal to an intelligent response.

"While sharing this general responsibility the library has a distinctive contribution to make as a public institution, far beyond that of other groups who are concerned in book distribution. It has been created by society for its own purpose, supported by public funds. It

is obligated to provide for the community the aids and encouragements for mental and intellectual health and growth, in as a definite and responsible manner as the health and welfare departments, municipal and state, are obligated to provide for physical health and well-being and the essential needs of pure food and water. The mental and spiritual needs of a community must not yield in importance to the material.

"It has been deemed essential that books should be made freely available, not primarily to make one's business more effective, though that is important and desirable—but to make the individual more effective in his personal life. To foster idealism and to strengthen the struggling aspirations of the human spirit is the very essence of the library's service as an institution. In the light of the present day, what higher service can be rendered?"

Today, the problems of the library are still comparatively new, and that many have been worked out is due in large part to the persistent and devoted labors of the apostles of the library movement. Many of the problems are still waiting for solution, and each new phase of development brings its own group; but, after all, these are only incentives to higher effort. A feature of encouragement is the increasing number of workers in the field.

THE FUTURE OF THE FREE PUBLIC LIBRARY

In September, 1890, Dr. Lewis H. Steiner of the Enoch Pratt Free Library prepared for the White Mountains Conference of the A.L.A. a paper in which he viewed the ideal public library of the future. He visualized the library not only as the warehouse of books, but a "realization of a people's university fully competent to guide and instruct its pupils and to make the library most useful to the greatest number, and that it must be kept in thorough sympathy with the people."

Dr. Lewis H. Steiner was born in Frederick City, Maryland, in 1827. He was graduated from Marshall College with an A.B. degree in 1846, in 1849 took his M.D. degree from the University of Pennsylvania, and that same year began to practice his profession in Frederick. For nine years he was a lecturer in a private medical institution and in several colleges. Later, he was professor of Chemistry and Natural History in Columbia College, and of Chemistry and Pharmacy in National Medical College, Washington, D.C. In 1861 he took an active part in the interest of the union cause and when the Sanitary Commission was organized, he was appointed chief inspector in the army of the Potomac so continuing until the end of the war. He also interested himself in the establishment of colored schools in Maryland. He was the author of numerous books, most of them scientific works. After 1855 Dr. Steiner was connected with the editorship of the *American Medical Monthly* and was a contributor to other periodicals. In 1869 Yale conferred upon him the honorary degree of A.M. When the Enoch Pratt Free Library was established in 1886 he was elected librarian and remained there

until his death, February 18, 1892. His son, Dr. B. C. Steiner, continued his work until his death in 1926.

Large libraries, filled with collections of the written and printed learning of the wise men of the world, have been known for ages. They were for the few; for those who, retiring from the attractions of business and the allurements of public life, lived among books, and ardently desired no greater occupation, no higher honor than to swell the number of such monuments of man's intellectual power. No ambition to extend the treasures of learning to the unlearned seemed to animate the student of those days. To preserve and enlarge these wondrous mausoleums of laborious genius was the chief object of their ambition. The great majority of the race had no part in such treasures, was content to dig and labor for a precarious existence, and to die, as it were, *glebæ adscriptus*. Such was the relation of mankind to the huge collections of books, known as libraries, in the early days of learning.

But as years and centuries passed by, the people began to feel that they had a right to whatever was good and ennobling in the lands where their lot was cast. There might be a divine right inherent to kings, but there was also a divine right inherent to every human being to enter the halls of learning, and, seizing everything that could intensify and enlarge the intellectual powers, aspire to the attainment of all that tended to make him master of the world and its varied secrets. The attainment of scientific knowledge, political knowledge,—of all forms of knowledge,—must be made possible. Man had been made in the image of his Maker, and therefore it was his right to aspire to mastery, and to use everything within his reach as an adjuvant to such an end. And so knowledge grew, and learning became widespread; and libraries, instead of remaining the property of a chosen few, became the most democratic institutions known to man. And with this change, libraries ceased to be known as reserved for the few. Their doors were flung wide open to any one who could utter the magic "open sesame," which was simply the articulate cry of the hungry soul for that which would make it wiser, better, and more like that Image after which it had been created.

It would be a curious and not an unprofitable line of study to trace the Genesis of the free public library, from the nu-

cleus which was hidden in the libraries that had first been established solely for the learned, until it reached its present stage of development—until, shorn of all exclusiveness, it became the freest instrument known to the 19th century for the elevation of the race from ignorance, and the best and dearest friend of every one whose aspirations impelled him to acquire the secrets of the past and present, as well as to battle for himself, his family, and fellow-citizens in the future. But such a study is denied me at present. Let me, however, try to set forth, as clearly as practicable, some thoughts concerning the future of this mighty, democratic agency of the 19th century. It may be well to pause for a while in the technical details of our professional work—although these are so important, and must necessarily claim much attention during our annual conferences—and, for a few minutes, look at what may be the future development of the public library, and at what it will require of those who are honored with its charge.

I take it for granted that the free public library has secured such a hold upon the affections of the people, that it can safely endure all possible antagonisms which may arise from indifference or penurious considerations. Communities are already bearing cheerfully the necessary taxation for its support, and millionaires have learned to regard it as a favorite object for the bestowment of the overflow of their bank accounts. A thirst for knowledge has seized the people, and this can be satisfied in no way so well as by resorting to our literary reservoirs for continuous supplies. The public library is closely connected with the civilization of the age—so closely that the two are becoming almost inseparable. So long as a free people possesses this thirst for knowledge, and looks upon its gratification as a means of advancing its welfare, of freeing it from the curse of caste, and of making its homes brighter and happier and better, the public library, with its treasures of that which will amuse, interest, and instruct, must remain an institution very dear to their hearts.

1. Our schools do but fit their scholars for its use, and it is no misnomer to speak of it as the people's university, where every aspiration for knowledge should receive, not only kindly encouragement, but direct and invaluable assistance. And this brings me to my first proposition, that "the public library

must be kept in thorough sympathy with the people," by furnishing not only the treasures of the past, but whatever may belong to present discovery, both in arts and sciences, or to topics that have come to the front as of burning value to mankind. It must always be a living fountain of refreshment to the human soul. It cannot fossilize itself by mere collections of the productions of the past. It is no place for the mere hoarding of the severely classic. It must also furnish the results of whatever the present brings forth, and be ready to supply this on call of every age and condition. It must disdain to furnish information on no subject, on account of its seeming triviality, nor shrink from the task of supplying draughts from the most profound sources of human wisdom, should these be solicited. It must become an encyclopædic helper to the community, never at a loss for an answer to a question, if the same can be found on the printed page. On the lookout for the first rays of any light that penetrates the dark corners of the mind, it must gather up all these, and preserve them for those who will be most in need of their assistance. In this university there must not only be knowledge, but that prescience which may predict and recognize the faintest indication of the appearance of a new discovery or a new application of a recognized principle, and then generously put the same at the disposal of all its pupils. It must, by loyalty to its sphere of duty, show its indispensability to its patrons, so that no public institution will become more intrinsically valuable to them, and none be looked upon with deeper affection and more ardent love. In this way it will be true to its high mission, and demonstrate its right to the confidence of the people; and these will learn, through the recognition of such sympathy with their wants and needs, to come to it always for aid and assistance in the various problems that meet them in the daily struggles of life.

2. Who, then, is equal to the task of developing the capabilities of this great university, and how can these be made most useful to the crowds that will throng its halls? There is much *technique* to be mastered. We meet and discuss this with earnestness. Classification and mechanical appliances to assist in the details of administration, the best methods of doing this and that, the best forms of blanks wherewith accounts

can be kept and statistics made practically available, how time and labor can be saved by such an invention,—these and thousands of other subjects demand our attention; and our time is so frequently occupied with them—this tithing of "mint, anise, and cummin"—that we are in great danger of forgetting "the weightier matters of the law"—the great trusts confided to our hands, the immense responsibilities that have been voluntarily assumed, and which must never be overlooked. He who is to be the mentor of young and old, who come with their unending questions on every subject to the library, must not be content with a mere acquaintance, however exhaustive it may be, with the details of library management. He dare not despise these, since they are essential to system and the successful performance of his daily duties. They must be familiar to him and his assistants, but they belong only to the mechanical performance of duties, while there are others of greater importance that inhere to his professional position, which should never be neglected, and without an attention to which he will fall far short of the usefulness he should attain. Constant study, some familiarity with what has been done by the human mind in all spheres of its activity, with the novelties of the age as presented by specialists whose activity at present is truly marvelous; in fine, with the learning of the world. All this would not more than meet the requirements of the situation occupied by the librarian. Who is sufficient for all this? No one would arrogantly claim for himself such omniscience. What then? He can possess himself with an acquaintance with the sources whence such varied information can be obtained, so as to be able to point the road that the inquirer must take to secure correct answers to his queries. And this, I believe, must be the line of study to be taken by the public librarian, so that he can help, advise, aid, and assist, if he is unable to furnish the full information required. He may have his own special subjects of study, but he dare not prosecute them to the detriment of this more important portion of his duties.

The library, in the future, must not only be a collection of books to amuse and instruct, to aid and assist those who are hungering and thirsting for knowledge, but it must furnish guidance and direction for all who are unable to secure this from its stores. It must furnish counsel for those who would

employ its treasures, and this function belongs naturally to him who has been intrusted with its management and conduct. He must not only cater to existing public tastes, but assist in the creation of new ones on the highest possible plane. He must become the superintendent of a class of assistants, who shall also be relieved of technical details, of duties connected with the receiving of the fresh materials that a growing library will be acquiring daily, of classifying and making these readily obtainable from its shelves,—of all duties connected with the economic administration of its daily work, and, in fine, of everything that will interfere with the most practical instructional work. These assistants will employ the keys that unlock the treasures of the library, and make their contents available in the most intelligible way for the hungry student. The Bureau of Information, that some librarians have already felt themselves forced to establish in their libraries, will increase in dimensions until it is so organized as to distribute its duties among those who are to become specialists in the different departments of human study.

The ideal public library of the future will thus not only be a warehouse of books, where the most complete adaptation of the best technical methods for their arrangement, classification, and management shall be employed, but a realization of a people's university, supplied with instructors—whatever names be given them—fully competent to guide and instruct its pupils, and to make its books of incalculable value; over all of which will preside the one mind that is full of sympathy with its students, and, at the same time, broad enough and wise enough to comprehend all necessary practical details, while it commits these to subordinate officers—some to manage those of a mere technical character, and others to exercise those instructional duties that are demanded, in order to make the library most useful to the greatest number.

It may be said that to accomplish all this will require a large outlay of money, but the same can be said of all enterprises undertaken for the instruction and advancement of the race. Still, we have found that, when the ideal of any such enterprise approves itself to the judgment of the public, the money for its full accomplishment comes sooner or later. Our colleges have rarely sprung into existence fully equipped for

the tasks they have undertaken. They have generally struggled under difficulties of the most disheartening character. But when their instructors have proven themselves equal to their tasks, have made their pupils and the great public see the beneficial results of their labors, we have found that the money needed for their support, for the erection of suitable buildings, and the proper supply of books and instruments and the necessary appliances for illustration, has come at first in little rills, then in larger streams, and finally in quantity sufficient to supply these, as well as adequately to compensate the able and conscientious men who have devoted their energies to such noble work. The collegiate institutions that have been ushered into existence through large and bountiful benefactions are simply evidences, in these latter days, of what the people have learned to admire and put confidence in, in the case of those that have fought the good fight in previous years, and thus secured confidence in the grand ideal. Moreover, the age has begun to feel that money can be profitably employed in the establishment of vast institutions for the training of the young in industrial pursuits, in the practical applications of the fine arts, and, indeed, in a thousand lines of work, in which in former days unaided genius was content to struggle and labor without aid or assistance. The tide of generous benefaction has been already directed towards the foundation and support of libraries, and it is manifesting itself in all directions in the form of gifts from the millionaire, who has begun to see how he may link his name inseparably with great good for his fellow-men by founding public libraries. This movement will not be checked, but rather increased, when the management of the library shall show the practical results here set forth as possible. The fully equipped and intelligently managed people's university will continue to claim support from the hands of those who have great personal wealth, or directly from the people for whose benefit it is conducted.

A word now as to the quarter, whence may come, in the future, baneful influences, which will not only fetter the movement towards the attainment of the ideal here presented, but even seriously interfere with the work of the library in whatever shape this may be done. Already signs of such influences have shown themselves, and have done some injury. I refer

to the active agency of partisan politics in the selection of its officers and its general management, so that these shall be made to agree with the dominant majority, who, in accordance with the prevalent claims of machine partisan politicians, are entitled to the control of everything of a public nature in the body politic. The public library is a non-partisan institution; the public librarian is a non-partisan citizen, however pronounced may be his political views, and however he may feel called upon to cast his ballot. If he cannot keep his political views from controlling his conduct as librarian, he should not undertake such duties. But when true to the functions of his high calling, he should be kept free from the perturbations of party, and guarded from fears that he may be made a victim either of its erratic likes or dislikes

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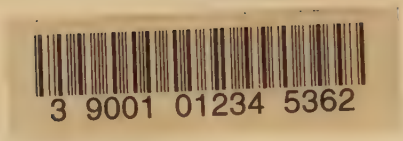
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